



All volunteers must complete this new process, regardless of prior applications.

Directions to complete the NPS Volunteer Application for Mary Calcott:

- go to the NPS Website, find “For Parents” and click on “Volunteer”
- read the Volunteer page, then at the bottom, click on “click to download the application”
- you will be taken to the NPS Online Volunteer Portal
- click “apply to volunteer”
- scroll down to find Mary Calcott Elementary School and click “apply to volunteer”
- on this screen, click register
- follow the directions to register for a new account (save your login info)
- complete the Questionnaire for Background Check 2018 (for #23, click in the box and click on “no programs available”)

Once you have submitted the Questionnaire for Background Check, you will receive a confirmation email within 24 hours. Once you are approved, you will receive email notification letting you know of the approval. You will then receive a credential ID card within 10-14 days via USPS.

- All volunteers must attend a brief orientation before being allowed to volunteer at Mary Calcott. Orientations will be held on Oct. 3, Nov. 7, and Dec. 5 from 9:00-9:30. Please bring your email approval or credential ID card with you.

Please be aware, this is a new system, if you are having difficulty, email mjhughes@nps.k12.va.us for assistance.