



The President's Volunteer Service Award

TRACKING YOUR SERVICE HOURS ONLINE

1. Go to www.presidentialserviceawards.gov



2. Click on "Track Your Hours."

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A Record of Service is a private journal of your volunteer time and experiences in response to President Bush's call to service. You can keep a record of your activities serving your neighbor, your community, your country and the world. Return as often as you'd like to keep your record of service updated online. To create your Record of Service, follow the four easy steps below. If you already have an account, [login here](#).

Are you under 14 years of age?

Kids under 14 years old can earn the President's Volunteer Service Award by completing 50 or more hours of volunteer service in one year. The sooner you get started, the sooner you will qualify!

Ask your parent, guardian, or teacher to help you keep track of your volunteer hours using our [Record of Service Page](#) (PDF), and get started now!

If you are 14 or older, create your Online Record of Service Here

Step 1: Enter a username (we recommend your email address*):

Are you 14 years of age or older?
Please see our [Privacy Policy](#).

Step 2: Create a password: Re-enter your password:

Step 3: Enter your first name (optional): Enter your last name (optional):

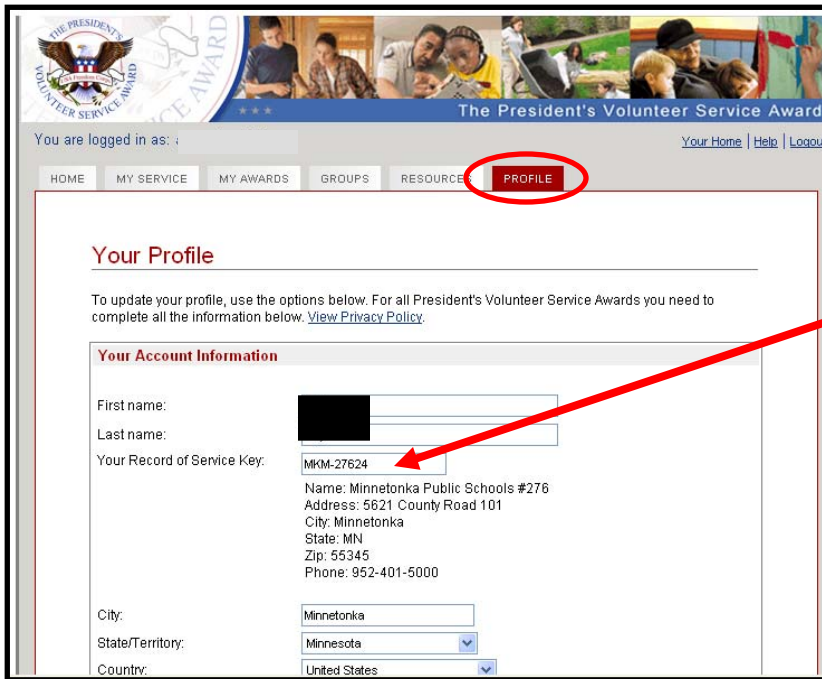
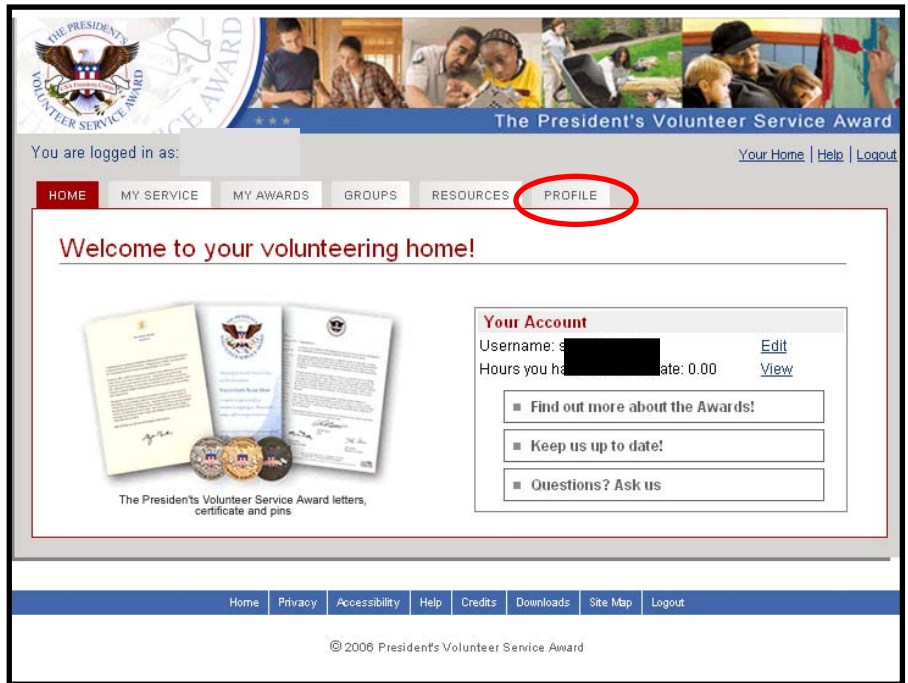
Enter your age: 14 15-25 26-49 50+

Step 4: Click the button below to begin recording your volunteer time and experiences.
Create My Record of Service

3. If you are under 14 you will need an adult to help you set up the account.

If you are 14 or older, check the box and follow steps 1-3, then click on "Create My Record of Service."

4. Your new homepage will appear with your username. Next, click on "Profile" tab.



5. Once you get to Your Profile, and add this code in the "Your Record of Service Key" blank:

MKM-27624

NOTE: Adding this code provides an important direct link between your account and the Certifying Agent (Minnetonka Public Schools).

Questions? Please contact laurie.lokar@minnetonka.k12.mn.us or call 952-401-5766.

Minnetonka Public Schools is a Certifying Agent for the President's Volunteer Service Award.