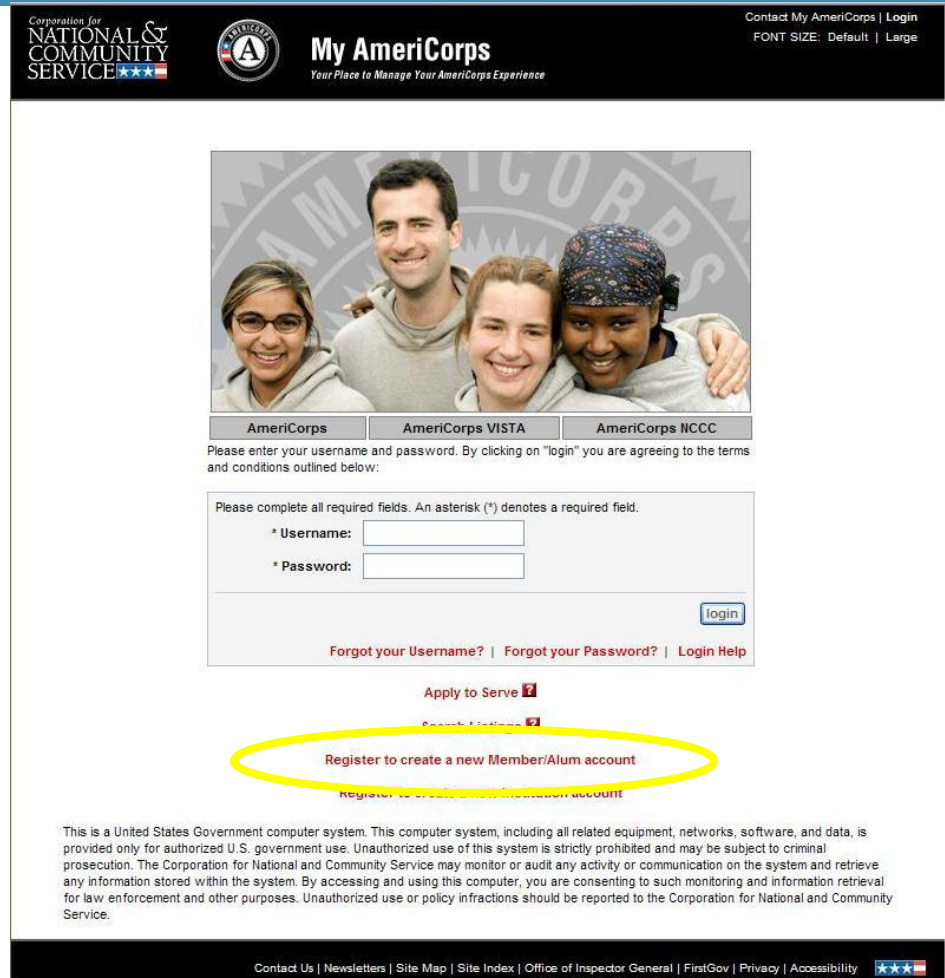




MYAMERICORPS PORTAL
REGISTER FOR AN ONLINE ACCOUNT
USE ONLINE PAYMENT SYSTEM

Register For an Account

- Go to:
<https://my.americorps.gov/mp/login.do>
- To register for an AmeriCorps Online Account
Click on “Register to create a new Member/Alum account”



Corporation for
NATIONAL & COMMUNITY SERVICE

My AmeriCorps
Your Place to Manage Your AmeriCorps Experience

Contact My AmeriCorps | Login
FONT SIZE: Default | Large

AmeriCorps AmeriCorps VISTA AmeriCorps NCCC

Please enter your username and password. By clicking on "login" you are agreeing to the terms and conditions outlined below:

Please complete all required fields. An asterisk (*) denotes a required field.

* Username:

* Password:

login

[Forgot your Username?](#) | [Forgot your Password?](#) | [Login Help](#)

[Apply to Serve](#)

[Search Listings](#)

Register to create a new Member/Alum account

[Register to create a new Member/Alum account](#)

This is a United States Government computer system. This computer system, including all related equipment, networks, software, and data, is provided only for authorized U.S. government use. Unauthorized use of this system is strictly prohibited and may be subject to criminal prosecution. The Corporation for National and Community Service may monitor or audit any activity or communication on the system and retrieve any information stored within the system. By accessing and using this computer, you are consenting to such monitoring and information retrieval for law enforcement and other purposes. Unauthorized use or policy infractions should be reported to the Corporation for National and Community Service.

Contact Us | Newsletters | Site Map | Site Index | Office of Inspector General | FirstGov | Privacy | Accessibility

Register For an Account

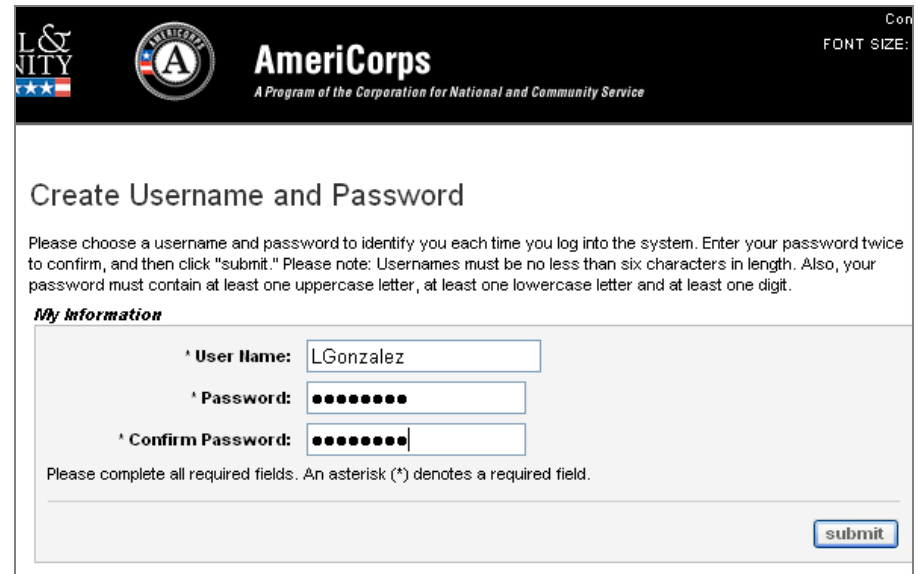
- Registration Steps
- Enter:
 1. last name,
 2. date of birth,
 3. social security number
 4. current e-mail address
- Click “submit”

The screenshot shows the 'Member/Alum Registration' page on the My AmeriCorps website. The page header includes the Corporation for National & Community Service logo, the My AmeriCorps logo with the tagline 'Your Place to Manage Your AmeriCorps Experience', and links for 'Contact My AmeriCorps | Login' and 'FONT SIZE: Default | Large'. The main content area is titled 'Member/Alum Registration' and contains a form titled 'Member/Alum Information'. The form has four required fields: '* Last Name:', '* Date of Birth:' (with a calendar icon and '(mm/dd/yyyy)' format), '* SSN:' (with an example 'eg. 123456789'), and '* E-mail:'. Below the fields is a note: 'Please complete all required fields. An asterisk (*) denotes a required field.' At the bottom left of the form is a link for 'Registration Help' and at the bottom right is a 'submit' button. The footer contains links for 'Contact Us | Newsletters | Site Map | Site Index | Office of Inspector General | FirstGov | Privacy | Accessibility | FOIA | No Fear Act | Federal Register Notices | Site Notices' and the text 'Last updated: Wednesday, March 12, 2008, 12:01 PM'.

User Instructions

Once I am registered, how do I login to the system for the first time?

1. You will receive an email confirming your participation in AmeriCorps. Click on the link contained within the email to create a username and password.
2. Create a username and password.
3. Re-enter your password.
4. Click “submit”
5. The system will bring up your personalized account.



The screenshot shows the 'Create Username and Password' page of the AmeriCorps system. At the top, there are logos for 'L&NITY' and 'AmeriCorps' with the tagline 'A Program of the Corporation for National and Community Service'. The page title is 'Create Username and Password'. Below the title, there is a paragraph of instructions: 'Please choose a username and password to identify you each time you log into the system. Enter your password twice to confirm, and then click "submit." Please note: Usernames must be no less than six characters in length. Also, your password must contain at least one uppercase letter, at least one lowercase letter and at least one digit.' Underneath this is a section titled 'My Information' containing three input fields: '* User Name:' with the value 'LGonzalez', '* Password:' with masked characters, and '* Confirm Password:' with masked characters. A note below the fields states: 'Please complete all required fields. An asterisk (*) denotes a required field.' A 'submit' button is located at the bottom right of the form area.

Note: The regular login page looks very similar, but you will not need to confirm your password.

My Homepage

- From “My Homepage”
- You will be able to do the following:
 - Update your contact information
 - Access, Create, and Submit Forms
 - Request Education Award Payments
 - View the status of your pending requests
 - Check your AmeriCorps Education Award balance
 - View your Account History

The screenshot shows the My AmeriCorps homepage for user Jessica E Vanklaveren. The header includes the National & Community Service logo, the AmeriCorps logo, and the text "My AmeriCorps Your Place to Manage Your AmeriCorps Experience". Navigation links include "HOME", "Applicant Home", "My Tax Statements", "My Education Award" (with sub-links for Forbearance, Interest Accrual, and Education Award Payment requests), "My Service Letter", and "Contact My AmeriCorps".

The main content area features a welcome message and a "My Information" section with the following details:

- Name:** Jessica E Vanklaveren
- NSPID:** 559623
- SSN:** *****2270
- Date of Birth:** 06/20/1980
- Username:** u0074331
- E-mail:**
- Mailing Address:** 1033 E South Temple, Salt Lake City, UT 84102
- Home Phone Number:** 801-699-6375
- Work or Other Phone Number:**
- Permanent Address:** 1033 E South Temple, Salt Lake City, UT 84102
- Home Phone Number:** 801-699-6375
- Work or Other Phone Number:**

Links for "Change Password" and "Edit My Contact Information" are provided.

The "Service Information" section contains a table with the following data:

Program	Organization	City/State	Assignment Date	Expected Completion	Actual Completion
Education Awards Program	Regis University-COLORADO Campus Compact	Denver, CO	10/19/2007	10/18/2008	03/27/2008

The footer includes contact information, a site map, and a last updated timestamp: "Last updated: Wednesday, March 12, 2008, 12:01 PM".

My Information

- Check “My Information”
- Make sure all the information is correct
 - Name
 - Date of Birth
 - Username:
 - SSN: Last 4 digits
 - Mailing Address
 - Permanent Address
 - Home & Work Phone Numbers
- If you need make any corrections click on “Edit My Contact Information”
- If everything is correct skip the next slide

The screenshot shows the My AmeriCorps website interface. At the top, there is a navigation bar with the AmeriCorps logo and the text "My AmeriCorps Your Place to Manage Your AmeriCorps Experience". On the right side of the header, there are links for "Contact My AmeriCorps", "Site Help", and "Logout", along with font size options "Default" and "Large".

The main content area is divided into a left sidebar and a main content area. The sidebar contains a "HOME" button and a "My AmeriCorps" section with a list of links: "Applicant Home", "My Tax Statements", "My Education Award" (with sub-links for "Create Forbearance Request", "Create Interest Accrual Request", and "Create Education Award Payment Request"), "My Service Letter", and "Contact My AmeriCorps".

The main content area features a welcome message for Jessica E Vanklaveren. Below the message is a "My Information" section containing personal details:

- Name:** Jessica E Vanklaveren
- NSPID:** 559623
- SSN:** *****2270
- Date of Birth:** 06/20/1980
- Username:** u0074331
- E-mail:**

There are also sections for "Mailing Address" and "Permanent Address", both listing "1033 E South Temple, Salt Lake City, UT 84102". Phone numbers for "Home" and "Work or Other" are listed as "801-699-6375".

At the bottom of the "My Information" section, there are two links: "Change Password" and "Edit My Contact Information", the latter of which is circled in yellow.

Below this is a "Service Information" section with a table of assignments:

<u>Program</u>	<u>Organization</u>	<u>City/State</u>	<u>Assignment Date</u>	<u>Expected Completion</u>	<u>Actual Completion</u>
Education Awards Program	Regis University-Cor Colorado Campus Compact	Denver, CO	10/19/2007	10/18/2008	03/27/2008

At the bottom of the page, there is a footer with links for "Contact Us", "Newsletters", "Site Map", "Site Index", "Office of Inspector General", "FirstGov", "Privacy", "Accessibility", "FOIA", "No Fear Act", "Federal Register Notices", and "Site Notices". It also includes the text "Last updated: Wednesday, March 12, 2008, 12:01 PM" and a small American flag icon.

Updating Personal Information

1. Select “Edit My Profile” from left the hand navigation bar or from “My Homepage.”
2. Make any desired changes or updates
3. Click “submit”

Note: In order to correct your name, birth date, or social security number, you will need to contact the National Service Trust at 1-888-507-5962 for assistance

Edit My Profile

Please update your personal information using the Edit Profile option. Upon completing your updates, click the "submit" button to update your profile.

[Click here for help.](#)

My Information

Please complete all required fields. An asterisk (*) denotes a required field.

Name: Lora R Gonzalez

Date of Birth: 12/20/0178

HSPID: 115411

SSN: *****6666

*** E-mail:** lgonzalez@cns.gov

*** Mailing Address:** 100 Paso Drive

Somewhere TX 79000 -

Home Phone Number: 987-654-3210

Work Phone Number: 987-555-6547

*** Permanent Address:** 10 Main St

Elsewhere TX 79100 -

Home Phone Number: 789-456-1230

Work Phone Number:

Receive E-mail Notifications: ?

submit

Requesting Education Award Payment

1. From “My Education Award,” select “Create Education Award Payment Request”
2. Verify your information
3. Under “Payment Type;” choose “Education Expenses.”
4. Enter the current semester for which you are authorizing payment
5. Enter the amount authorized.
6. Search and select your Institution where you want payment issued (see next slide).
7. Check All Boxes
8. Click “submit”

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Contact My AmeriCorps | Site Help | Logout
FONT SIZE: Default | Large

HOME
My AmeriCorps

Segal AmeriCorps Educational Award Payment Request

To complete your Education Award payment request, please verify that your personal information is correct, enter in the amount of money you are authorizing, choose a payment type, and select your Institution. Upon completing the form, click the "submit" button to forward your request.

Click here for help.

My Information

Name: Jessica E Vanklaveren
Date of Birth: Fri Jun 20 00:00:00 EDT 1980
HSRID: 565923
SSN: ****2270
E-mail:

Permanent Address: 1033 E South Temple
Salt Lake City UT 84102
Home Phone Number: 801-699-6375
Work or Other Phone Number:

Mailing Address: 1033 E South Temple
Salt Lake City UT 84102
Home Phone Number: 801-699-6375
Work or Other Phone Number:

AmeriCorps Service Date: 10/19/2007
Award Balance: \$1,250.00

* Payment Type: Education Expenses
* Semester or Term: Fall 2007
* Amount Authorized: \$250.00

Institution Information (Search for Institutions)

Please select an institution to send this request to by clicking the "Search Institutions" link above.

Certify and Submit

I authorize the amount indicated above to be paid to the loan holder or educational institution named above.
 I certify that I have not been convicted, since the completion of my AmeriCorps service, of the possession or sale of a controlled substance.
 I further certify that I have received a high school diploma or its equivalent.

I authorize the release of any loan information to the National Service Trust.

I certify that all of the information I have provided is true and correct. I understand that a knowing and willful false statement on this form can be punished by a fine or imprisonment or both pursuant to Section 1001 of Title 18, USC.

If you are unable to make these certifications, please contact the help desk at 1-888-507-5962 and we will inform you of what you must do to be eligible to use the award.

cancel submit

OMB Number 3045-0030, Expires 07/31/2008

Search for Financial or Education Institution

1. Search for your Institution by entering:

- Name
- City
- State
- Zip

2. Select your institution

3. If you cannot find your institution, contact that office to inquire if they are a registered institution.

The screenshot shows the My AmeriCorps website interface. At the top, there is a navigation bar with the Corporation for National & Community Service logo, the My AmeriCorps logo, and links for Contact My AmeriCorps, Site Help, and Logout. Below the navigation bar, there is a red header with 'HOME' and 'My AmeriCorps'. The main content area is titled 'Search Institutions' and includes a search form with fields for Name, City, State, and Zip, and a search button. A sidebar on the left contains a menu with options like Applicant Home, My Tax Statements, My Education Award, and My Service Letter. A footer at the bottom contains links for Contact Us, Newsletters, Site Map, Site Index, and other site information.

Corporation for NATIONAL & COMMUNITY SERVICE

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Contact My AmeriCorps | Site Help | Logout
FONT SIZE: Default | Large

HOME

My AmeriCorps

Search Institutions

To search for an institution use any or all of the fields below and click the search button. Hints:

- When searching for a school, try searching by state first for best results, but try more than one possibility if nothing comes up.
- When searching for a loan holder, enter the first letter of the name (there may be more than one version of it, for example, AES and American Educational Service). Loan holders may have multiple addresses but they have only one payment address in this system (for example, Sallie Mae has one payment address, which happens to be in Pennsylvania).
- For US Dept. of Education loans, please search under Direct Loans.

Click here for help.

Name:

City:

State:

Zip:

search

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FOIA | No Fear Act | Federal Register Notices | Site Notices
Last updated: Wednesday, March 12, 2008, 12:01 PM

Education Award Payment

- Once you have requested payment, you will see this page.
- You can track the details of your submission by logging in to My AmeriCorps Portal to view your payment in process.
- It will take 3-4 weeks for the institution to receive your payment.

The screenshot displays the My AmeriCorps portal interface. At the top, there are logos for the Corporation for National & Community Service and My AmeriCorps, along with navigation links for 'Contact My AmeriCorps', 'Site Help', and 'Logout'. The main header reads 'View Segal AmeriCorps Education Award Payment Request'. A 'Please note' section contains a red bullet point: 'Thank you for your request. Please see the details of your submission below.' The page is divided into three main sections: Member Information, Institution Information, and Expense Information. A sidebar on the left contains a navigation menu with options like 'Applicant Home', 'My Tax Statements', 'My Education Award', 'My Service Letter', and 'Contact My AmeriCorps'.

Member Information	
Request ID:	114627
Creation Date:	04/07/2008 13:10
Name:	Jessica E Vanklaveren
Date of Birth:	Fri Jun 20 00:00:00 EDT 1980
NSPID:	558623
SSN:	****2270
E-mail:	
Permanent Address:	1033 E South Temple Salt Lake City UT 84102
Home Phone Number:	801-699-6375
Work or Other Phone Number:	
Mailing Address:	1033 E South Temple Salt Lake City UT 84102
Home Phone Number:	801-699-6375
Work or Other Phone Number:	
AmeriCorps Service Date:	10/19/2007

Institution Information	
Institution Name:	University of Utah
Correspondence Address:	Income Accounting 201 South 1460 East Room 165 Salt Lake City UT 84112 -9054
Payment Address:	Income Accounting Salt Lake City UT 84112

Expense Information	
Amount Authorized:	\$1,250.00
Eligible Amount:	
Enrollment Start Date:	
Enrollment Midpoint Date:	

Comments	
Status:	Pending Institution Action
Last Modified Date:	04/07/2008 13:10

Troubleshooting

What if I forget my password?

If you cannot remember your password click on “Forgot your Password?” on the login page. You will be prompted to enter your username and the email address you used to register; an email will be sent to you with a temporary password. Once you login, you will be able to change your password again. If the email address you used to register is no longer valid, please contact the National Service Trust at 1-888-507-5962 to have your record updated with a valid email address.



How will I know what happened to my request once I have submitted it?

You can view the status of your requests from “My Homepage.” You will also be able to view your payment history.

How will I know when a payment has been made?

You have the choice either to receive notification emails or simply to log in to your account to view the status of pending requests. The system’s default option is set to send you email notifications of any change to your account, but you can always change that in your profile.

**FOR QUESTIONS ABOUT MY AMERICORPS PORTAL
OR THE ONLINE PAYMENT SYSTEM, SEND AN EMAIL
TO:**

EPAYMENTS@AMERICORPS.GOV

**Or call the National Service Trust
hotline:
1-800-942-2677**

**Hours of Operation:
Mon-Fri 7:00am-8:00pm (EST)**