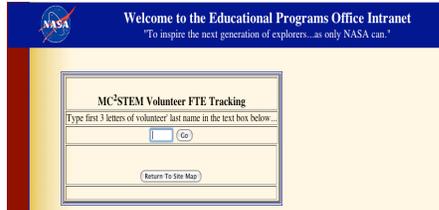


## MC2STEM High School Directions for Volunteer Registration

You may wish to print this page before going to the URL pasted below in #1.

1. Copy and paste or type into your address bar:  
<http://edprograms.grc.nasa.gov/edprograms/mc2/VolSearch2.cfm>

When you search the URL above, you will locate a page like the one below:



### 2. Volunteer Registration

<i>Past</i> MC2STEM Volunteers	<i>New</i> MC2STEM Volunteers
<p>a) Type the 1<sup>st</sup> three letters of your last name into the white box. Then click "Search".</p> <div style="text-align: center;"> </div> <p>b) Your past profile box will load automatically with historical information. Should you wish to change your personal/work information you can do so at this time.</p>	<p>a) If you have never registered as a MC<sup>2</sup>STEM volunteer, please click on the "<i>New Profile</i>" button.</p> <div style="text-align: center;"> </div>

### 3. Select the Area in Which You are Willing to Volunteer

- Please be sure to click on your **Area/s of Interest**
- When you click on Area/s of Interest, you will want to click on the drop down choices that appear.
- You can select more than one Area/s of Interest.

Please select the area(s) in which you are willing to volunteer.

- Tutoring
- Job Shadowing
- Career Luncheon
- Subject Matter Expert

#### 4. Supervisor Authorization Agreement

- Click on the blue phrase: [Supervisor Volunteer Approval Form](#)
- Print and read it.
- Click/Check the “I understand” button. 
- Gain supervisor’s authorization.
- **Deliver or mail signed form to:**  
Carolyn Hoover, Educational programs Office  
[carolyn.s.hoover@nasa.gov](mailto:carolyn.s.hoover@nasa.gov)  
Building 7, Room 203  
Mail Stop 7-4  
Phone: 216-433-6372