

Parents and volunteers who wish to **attend field trips, chaperone, and/or volunteer** for the 2010-2011 school year will need to update their application **after July 1, 2010**.

End of Year Procedure for Volunteers & Chaperones

FBISD will inactivate all criminal histories of volunteers on June 30. Each parent and community volunteer will then be required to reactivate their original criminal history authorization at the beginning of each school year, in order to be eligible to volunteer on the campuses of FBISD.

Log on to www.fortbendisd.com

Click on 'Be A Volunteer' on the left hand side of the screen.

Click on 'Criminal History Checks' on the right hand side of the screen.

Click on 'Online Volunteer Registration'

Direct Link: <https://winocweb.fortbend.k12.tx.us/WINOCHR/volunteer/AppEntry.exe?Action=LoginScreen>

DIRECTIONS

- 1. Log in using your designated user ID and password** that you selected upon making original application with the district. If you have **forgotten your designated user ID**, follow the directions on the screen. Your user ID is normally the e-mail address you specified originally. If you have **forgotten your password**, follow the directions for assistance. You will be given several chances to regain your password. If you did not set up a helpful hint at the time you established your password, select the e-mail it to me option. Within a few minutes, you should receive an automated e-mail with the password you had selected. You are now ready to proceed.
- 2. Next Screen: "What type of position are you applying for?"** Click Radio Button "**Other**" and Click "**Start Application**".
- 3. Read and complete the online application** proceeding through each screen by clicking on the continue button. Select the location(s) where you wish to volunteer and select "continue".
- 4. For "Position" preference select "Volunteers"**. Up to **three** positions can be designated. Select ALL positions you plan to fulfill. Select "continue".
- 5. Once all information is complete, click the "Save" and "Submit Application"** button for final processing. A screen will appear that says Submitting Application...please wait and four check boxes will be checked off. Your application is complete when you receive an auto e-mail with a subject line reading, Thanks for applying with Fort Bend Independent School District.