



Steps to Become A VIPs Volunteer

Volunteers will complete these steps each school year to become an APPROVED VIPs volunteer.

• 1

Complete the online volunteer orientation and review all necessary acknowledgments (Receipt of handbook, Code of Civility, and Code of Ethics and Confidentiality Statement).



• 2

Complete the VIPs Volunteer Application in Raptor 6 and agree to the Annual Background Check. You will be able to select the school(s) where you wish to volunteer and identify activities that you would like to participate in at the campus.

• 3

Once your application is completed you will receive a confirmation of receipt email from **donotreply@raptortech.com**. Your background will be processed within 3-5 business days.

• 4

Once you are APPROVED you will receive an approval email from **donotreply@raptortech.com** email regarding your approved status. You will have the option to create your own personal Raptor Portal Volunteer Account to be able to track your volunteer hours.

• 5

You are all set to volunteer in any HISD school for the current school year. Enjoy knowing your investment of time and interest is making a difference for students!