



*Building Community Across Borders since 1978*

Welcome to Corazón's New Information System (CIS)! To register for a project, you must **first create a volunteer profile.** Once your profile is approved by the Corazón office you will be able to sign up for a project.

### **Step 1**

#### **Creating a Volunteer Profile:**

1. Go to [www.corazon.org](http://www.corazon.org)
2. Click on **New Volunteer Profile**,
3. Click on either **Returning volunteers** or **New volunteers** and follow the instructions.
  - a. *Returning volunteers:*
    1. If you have been down with Corazón before, a profile may have already been created for you. Please type your email in the box provided to retrieve your sign in details.
    2. If the system does not recognize your email, you will need to create a new volunteer profile.
      1. Click on **New Volunteer Profile** located at the top right corner
      2. Click on **New volunteer** and proceed to fill out the information and wavier.
  - b. *New volunteers:*
    1. If this is your first time participating with Corazón, you will need to create a profile.
    2. Click on **New volunteers**
    3. Fill in the blanks, waiver and hit Submit.

### **Step 2**

#### **Approved Profile/Sign Up for a Project:**

1. Go to [www.corazon.org](http://www.corazon.org)
2. Go to upper right and click on **Already Have a Profile? Click here to sign in.**
3. Enter your email and password.
4. Locate your project date and/or group under -- Projects Needing Volunteers --
5. Click on **Sign Up** (*last column to the right under Volunteers*).
6. Fill in the blanks and hit Submit.

**Thank you for your time and support. If you continue to have questions, comments or concerns, please don't hesitate to contact the office at 714-547-0357 or email us at [office@corazon.org](mailto:office@corazon.org).**