A Guide to My AmeriCorps

In my AmeriCorps, you can…..

- Search AmeriCorps program opportunities, create an AmeriCorps application, and apply for positions
- Manage your education award
- Request Forbearance on Student Loans
- Create interest payment requests
- Create education award payment requests
- Generate a service letter or a tax statement

Enter my.americorps.gov in your web browser.

AmeriCorps | AmeriCorps VISTA | AmeriCorps NCCC

Welcome to My AmeriCorps Portal! Please log in to begin.

ommends that you use Internet Explorer version 7 or above when accessing My
s. Other browsers have been shown to cause issues for users.

omplete all required fields. An asterisk (*) denotes a required field.
ıg on "login" you are agreeing to the terms and conditions outlined below:

* Username:

* Password:

login

Forgot your Username? | Forgot your Password? | Login Help

Apply to Serve

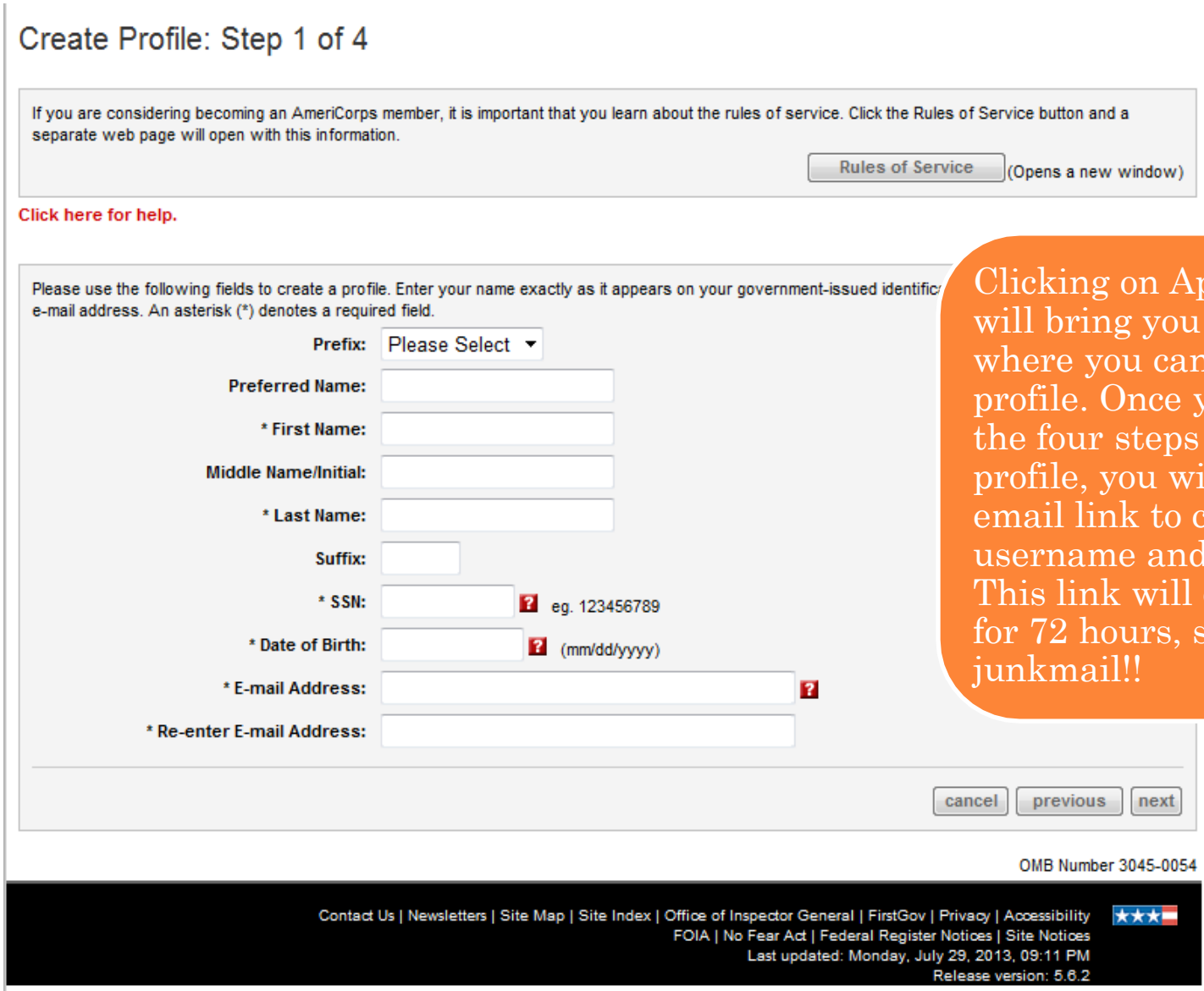
Search Listings

Register to create a new Member/Alum account

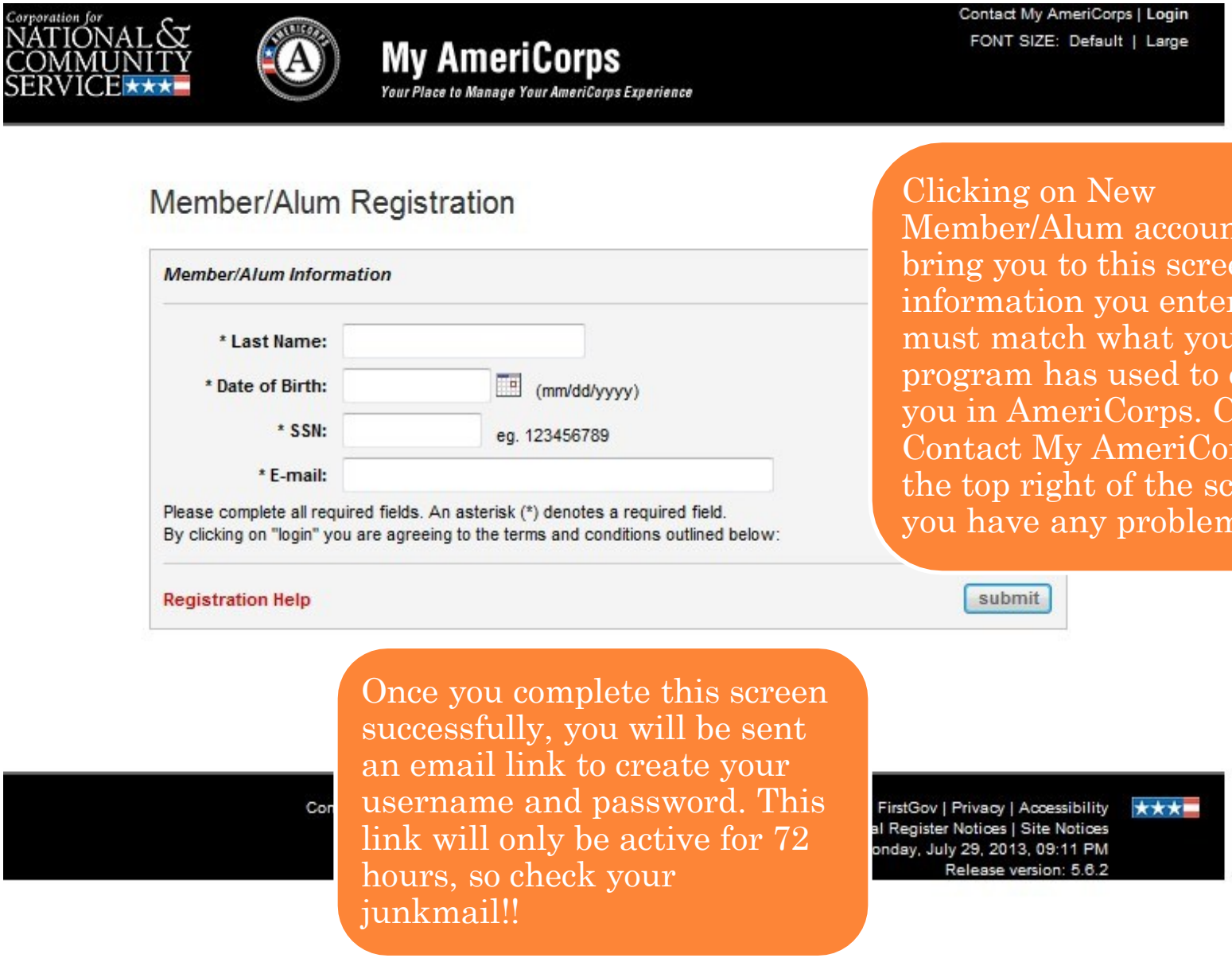
Register to create a new Institution account

Log in with your username and password, or click the link Apply to Serve at the bottom to register for a new account.

If you are a current or former member, click on Register to Create a New Member/Alum Account.

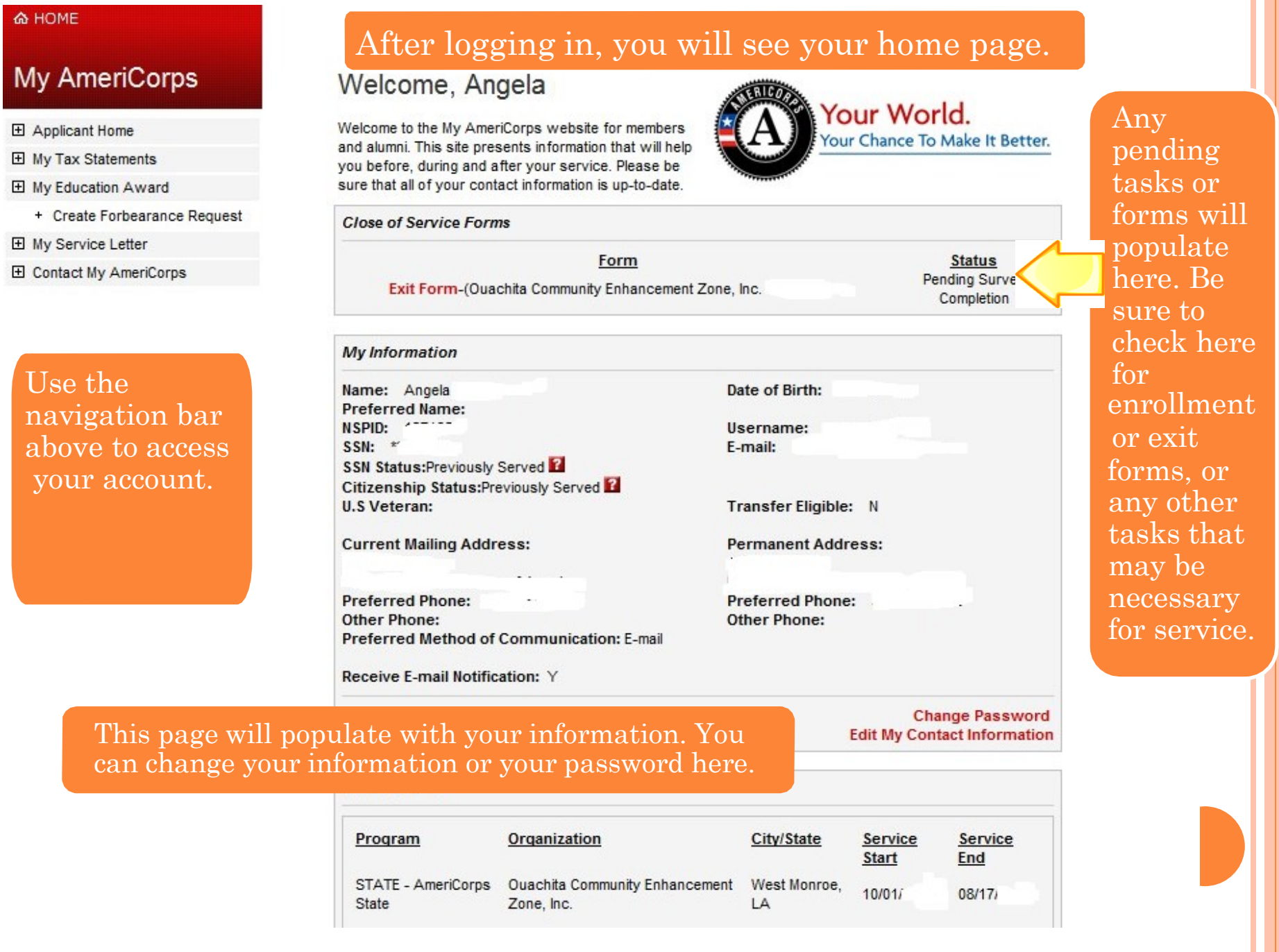


Clicking on Apply to Serve will bring you to this page, where you can create a profile. Once you complete the four steps to create your profile, you will be sent an email link to create your username and password. This link will only be active for 72 hours, so check your junkmail!!



Clicking on New Member/Alum account will bring you to this screen. The information you enter here must match what your program has used to enroll you in AmeriCorps. Click on Contact My AmeriCorps in the top right of the screen if you have any problems.

Once you complete this screen successfully, you will be sent an email link to create your username and password. This link will only be active for 72 hours, so check your junkmail!!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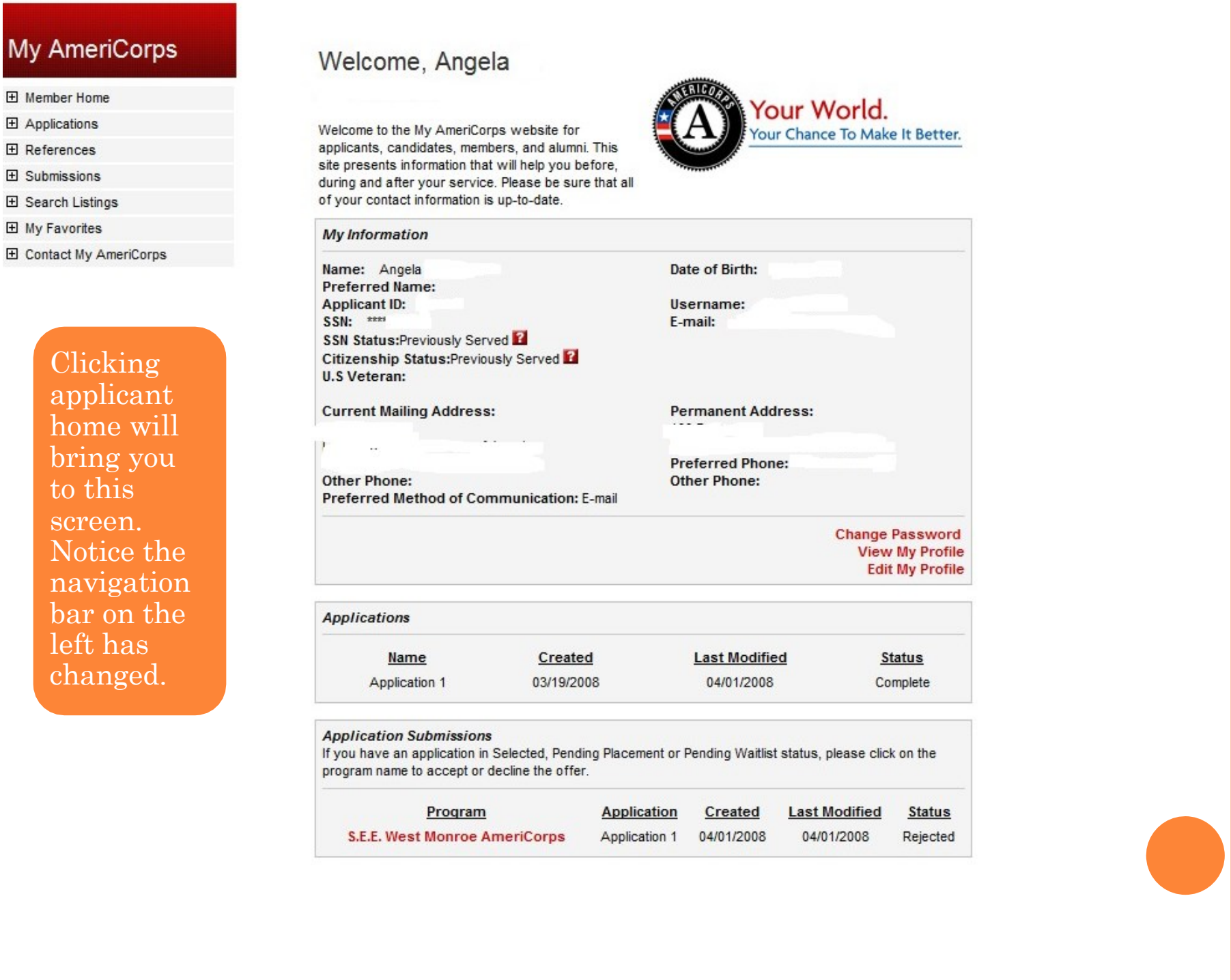
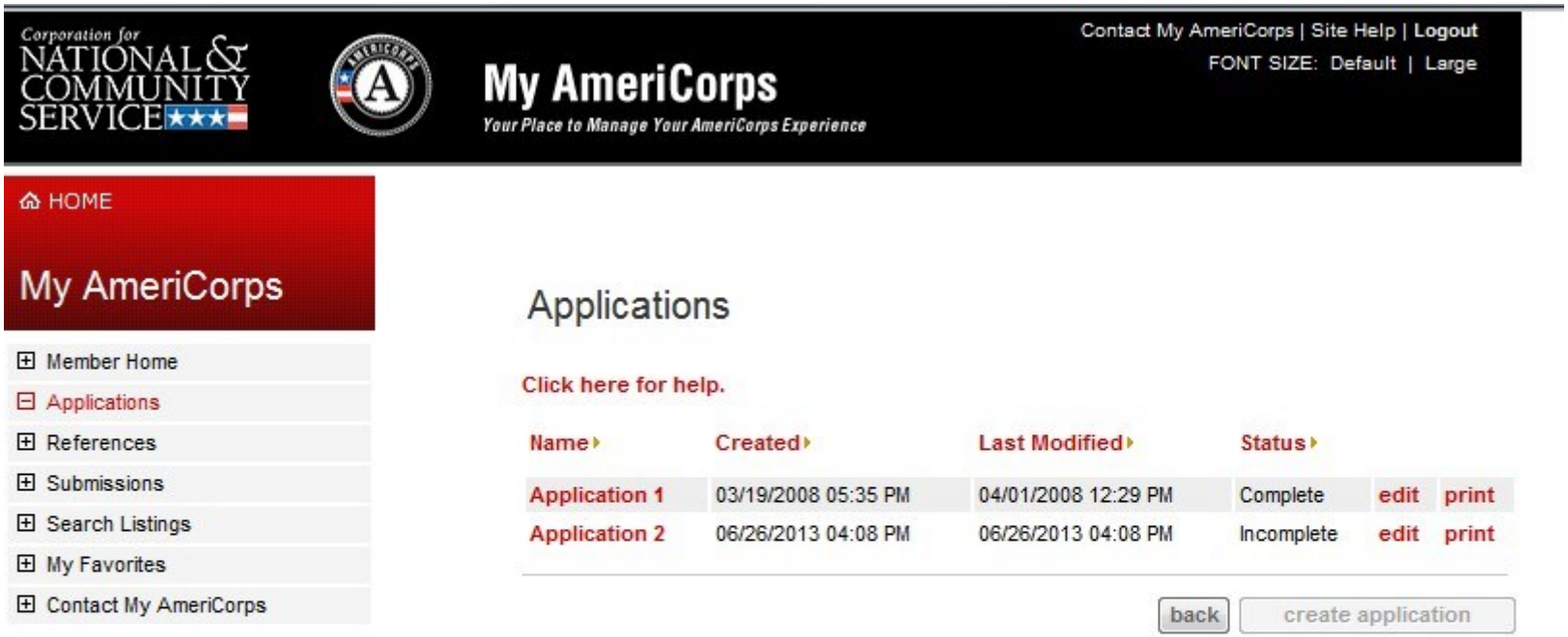
After logging in, you will see your home page.
Welcome, Angela
Welcome to the My AmeriCorps website for members and alumni. This site presents information that will help you before, during and after your service. Please be sure that all of your contact information is up-to-date.
Your World.
Your Chance To Make It Better.
Close of Service Forms
Form
Exit Form-(Ouachita Community Enhancement Zone, Inc.
Status
Pending Surve
Completion
Any pending tasks or forms will populate here. Be sure to check here for enrollment or exit forms, or any other tasks that may be necessary for service.
Use the navigation bar above to access your account.
My Information
Name: Angela
Preferred Name:
NSPID:
SSN:
SSN Status:Previously Served
Citizenship Status:Previously Served
U.S Veteran:
Date of Birth:
Username:
E-mail:
Transfer Eligible: N
Current Mailing Address:
Permanent Address:
Preferred Phone:
Other Phone:
Preferred Method of Communication: E-mail
Receive E-mail Notification: Y
Preferred Phone:
Other Phone:
Change Password
Edit My Contact Information
This page will populate with your information. You can change your information or your password here.
Program
Organization
City/State
Service Start
Service End
STATE - AmeriCorps State
Ouachita Community Enhancement Zone, Inc.
West Monroe, LA
10/01/
08/17/

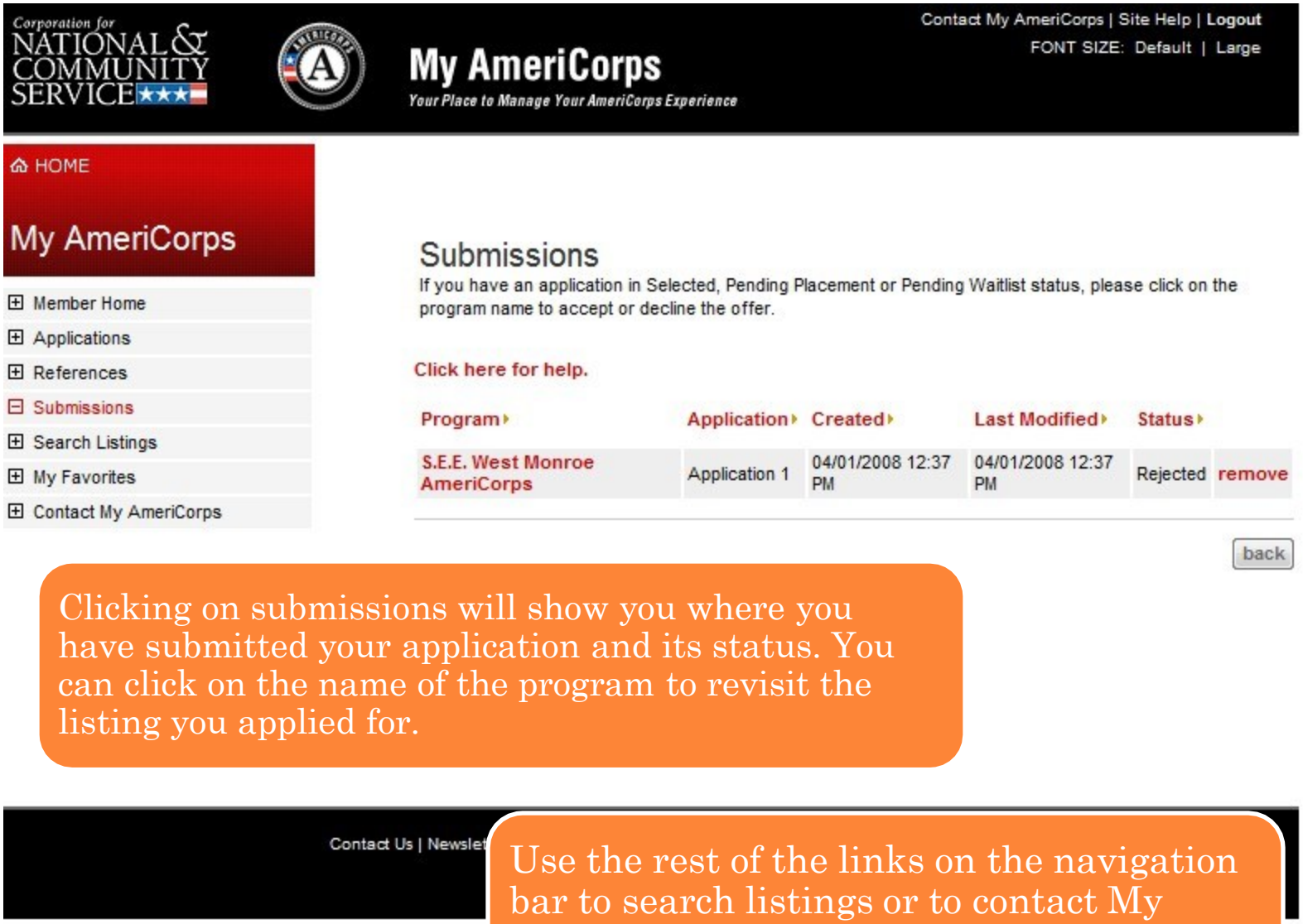


Clicking applicant home will bring you to this screen. Notice the navigation bar on the left has changed.



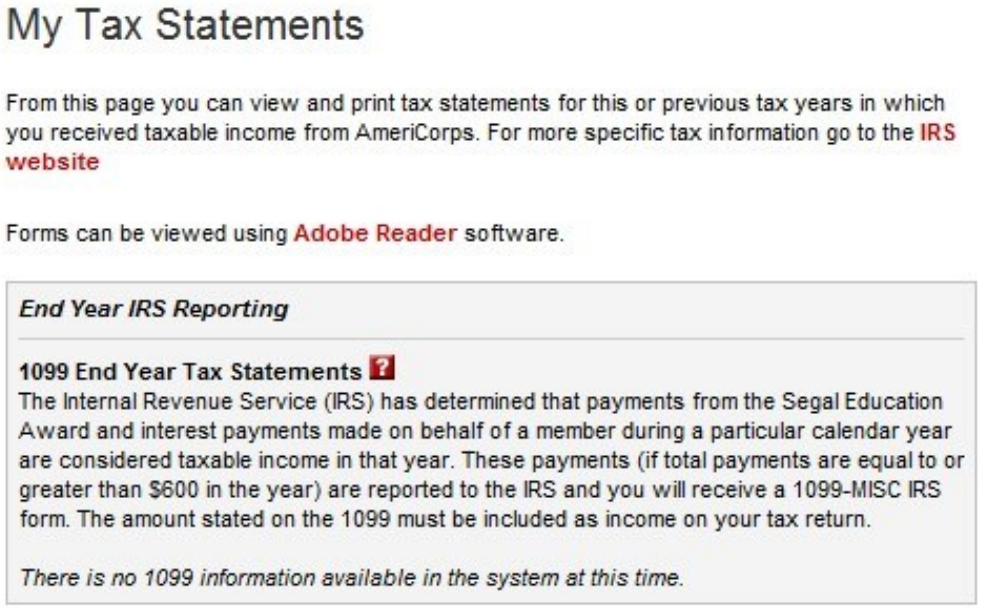
Click on Applications to see your applications or to create a new one. Once created, they cannot be deleted.

Before submitting an application to a program, you will have to create references. If you already have references in this screen, you can delete them to start over or send them another request.

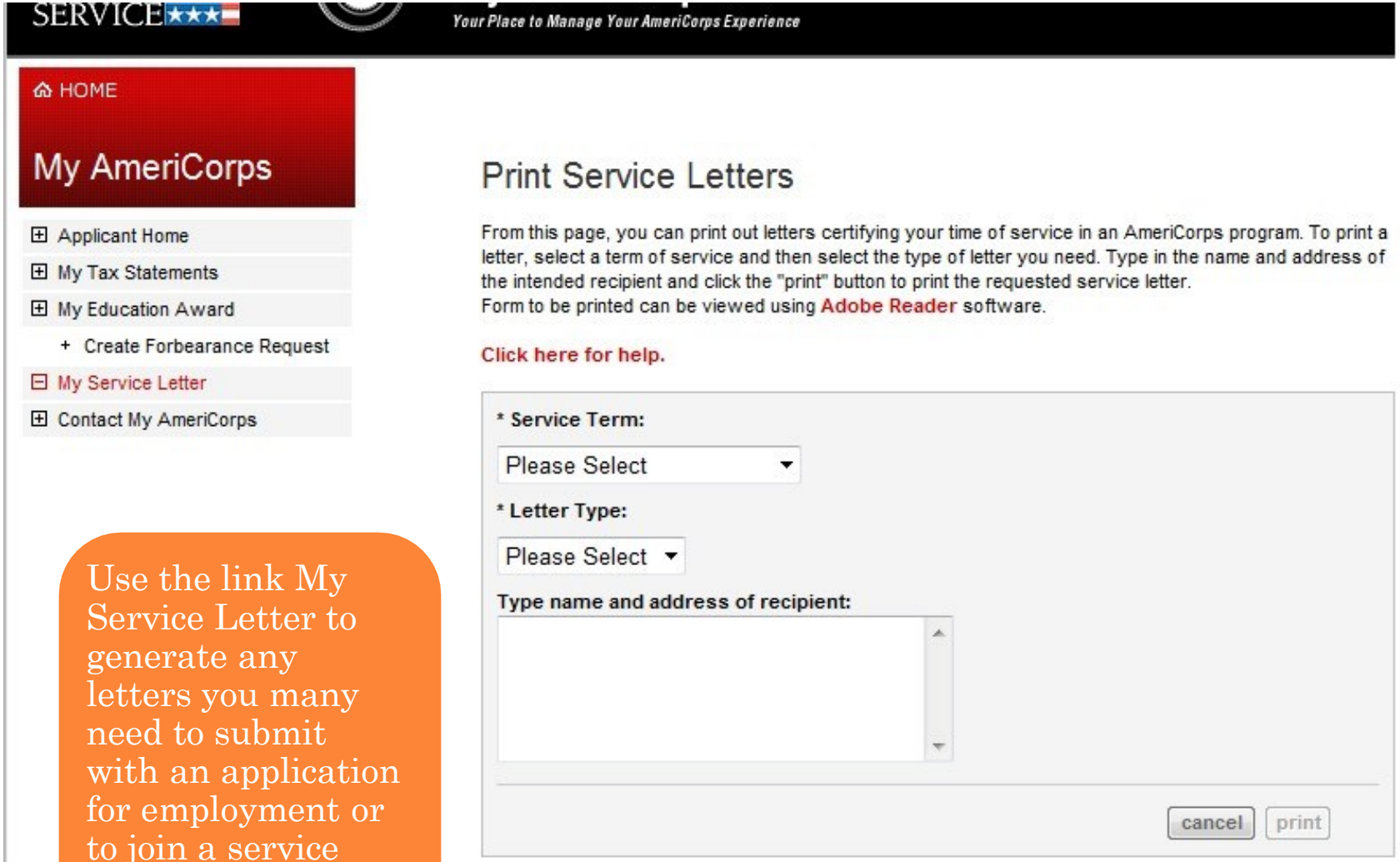


Clicking on submissions will show you where you have submitted your application and its status. You can click on the name of the program to revisit the listing you applied for.

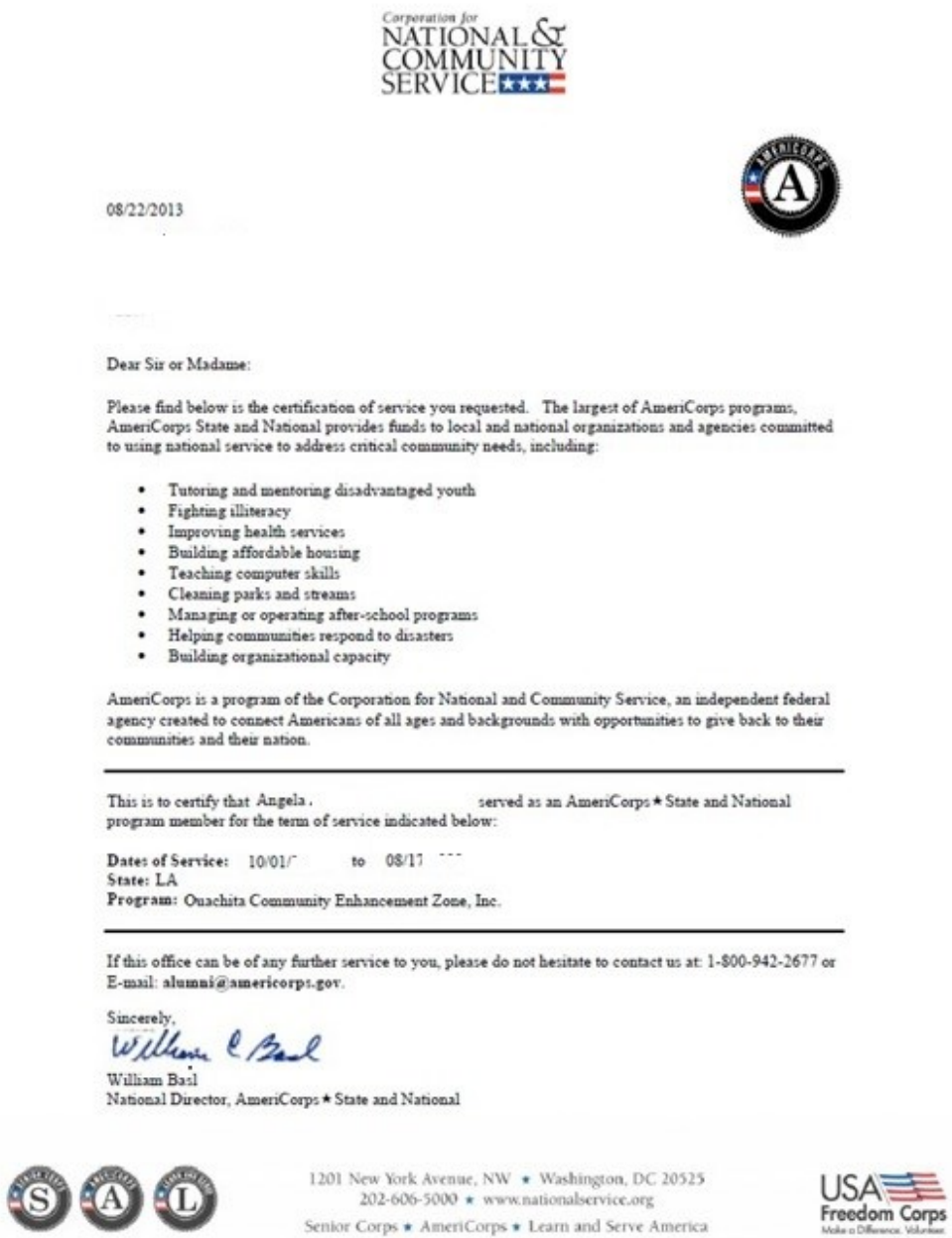
Use the rest of the links on the navigation bar to search listings or to contact My AmeriCorps for help. Click on Member Home to return to the main page.



Once you click on Member Home, you will see these options on your navigation bar again. Use the My Tax Statements link to print out any tax statements you may need when you file your taxes. You may need them if you placed your loan in forbearance.



Use the link My Service Letter to generate any letters you many need to submit with an application for employment or to join a service organization.



Corporation for NATIONAL & COMMUNITY SERVICE

08/22/2013

Dear Sir or Madame:

Please find below is the certification of service you requested. The largest of AmeriCorps programs, AmeriCorps State and National provides funds to local and national organizations and agencies committed to using national service to address critical community needs, including:

- Tutoring and mentoring disadvantaged youth
- Fighting illiteracy
- Improving health services
- Building affordable housing
- Teaching computer skills
- Cleaning parks and streams
- Managing or operating after-school programs
- Helping communities respond to disasters
- Building organizational capacity

AmeriCorps is a program of the Corporation for National and Community Service, an independent federal agency created to connect Americans of all ages and backgrounds with opportunities to give back to their communities and their nation.

This is to certify that Angela . served as an AmeriCorps * State and National program member for the term of service indicated below:

Dates of Service: 10/01/ to 08/17
State: LA
Program: Ouachita Community Enhancement Zone, Inc.

If this office can be of any further service to you, please do not hesitate to contact us at: 1-800-942-2677 or E-mail: **alumni@americorps.gov**.

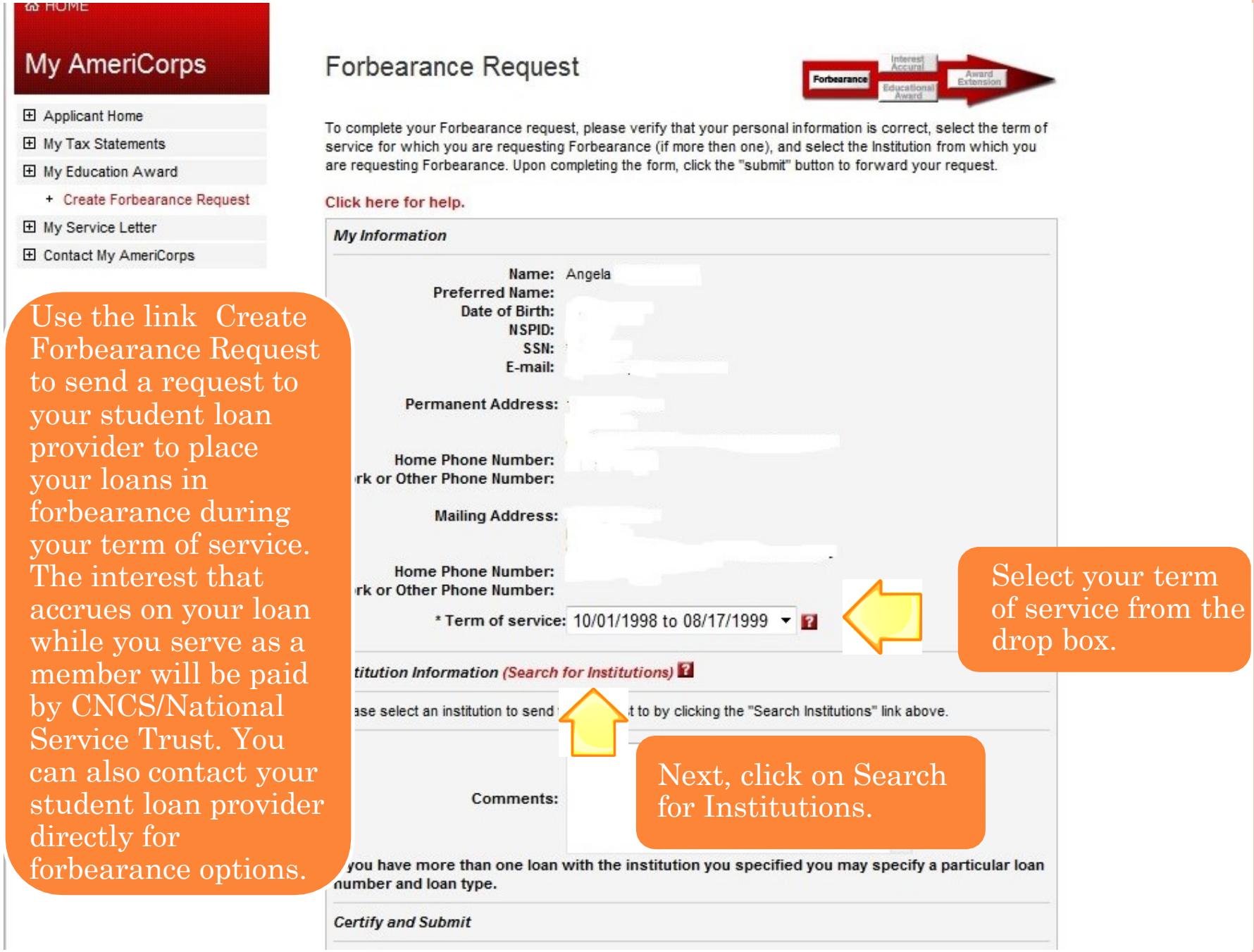
Sincerely,

William Basl
National Director, AmeriCorps * State and National

1201 New York Avenue, NW * Washington, DC 20525
202-606-5000 * www.nationalservice.org
Senior Corps * AmeriCorps * Learn and Serve America

USA Freedom Corps
Make a Difference. Volunteer.

This is an example of a service letter. You may be able to generate one of these to show that you are enrolled in AmeriCorps and actively pursuing your service hours and education award.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Forbearance
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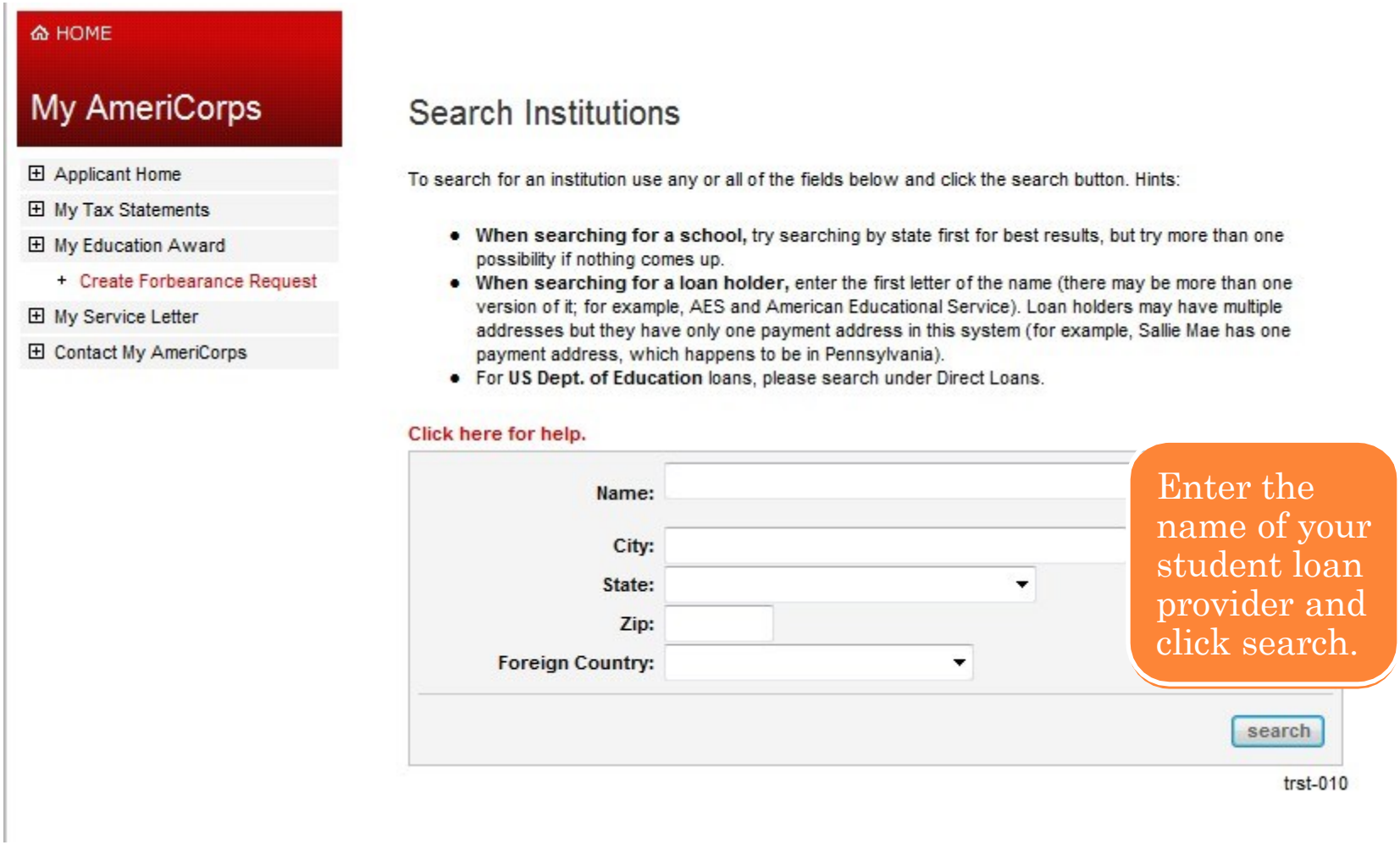
Award Extension
To complete your Forbearance request, please verify that your personal information is correct, select the term of service for which you are requesting Forbearance (if more then one), and select the Institution from which you are requesting Forbearance. Upon completing the form, click the "submit" button to forward your request.
Click here for help.
My Information
Name: Angela
Preferred Name:
Date of Birth:
NSPID:
SSN:
E-mail:
Permanent Address:
Home Phone Number:
rk or Other Phone Number:
Mailing Address:
Home Phone Number:
rk or Other Phone Number:
* Term of service: 10/01/1998 to 08/17/1999
titution Information (Search for Institutions)
ase select an institution to send
t to by clicking the "Search Institutions" link above.
Comments:
you have more than one loan with the institution you specified you may specify a particular loan number and loan type.
Certify and Submit
Use the link Create Forbearance Request to send a request to your student loan provider to place your loans in forbearance during your term of service. The interest that accrues on your loan while you serve as a member will be paid by CNCS/National Service Trust. You can also contact your student loan provider directly for forbearance options.
Select your term of service from the drop box.
Next, click on Search for Institutions.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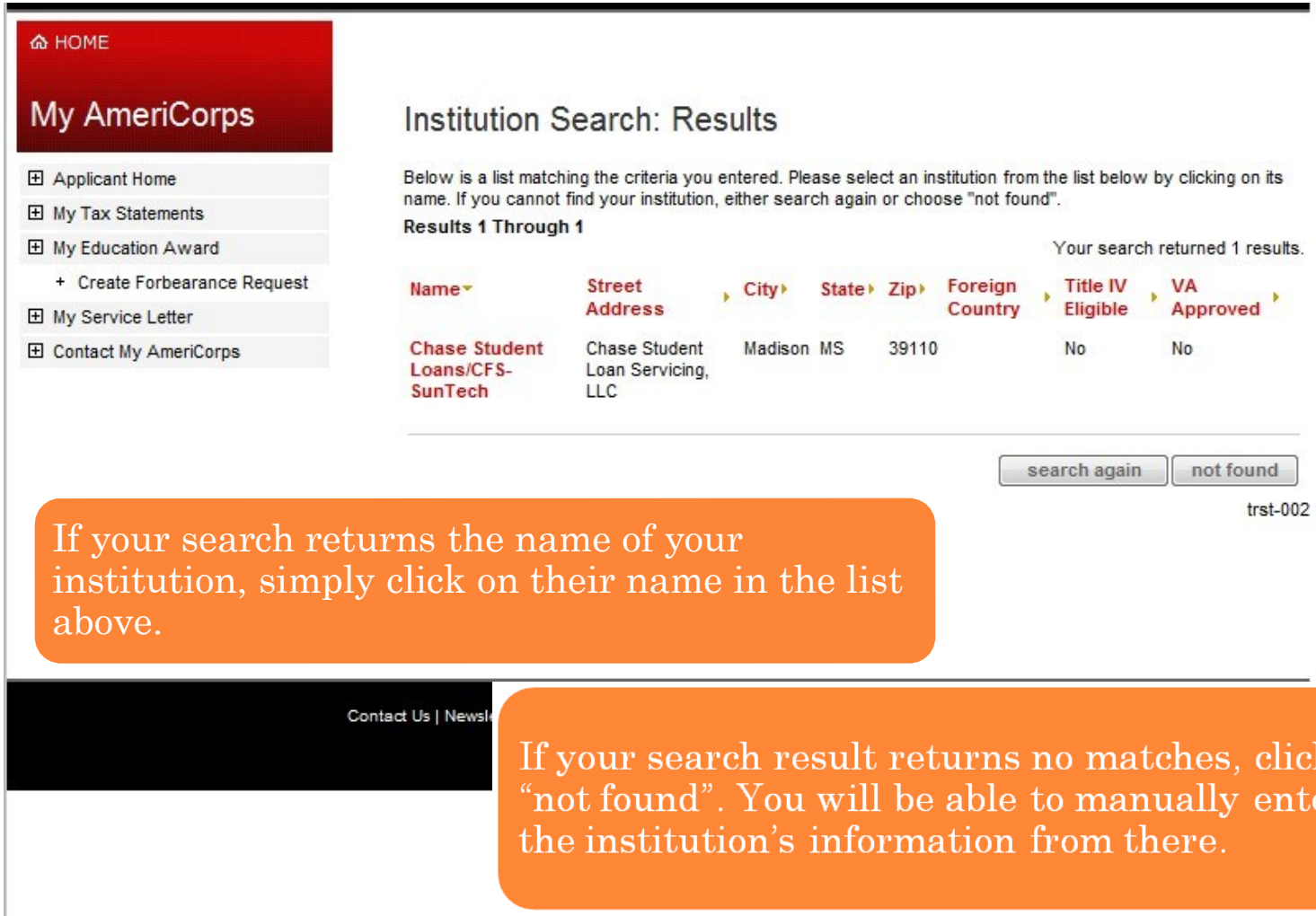
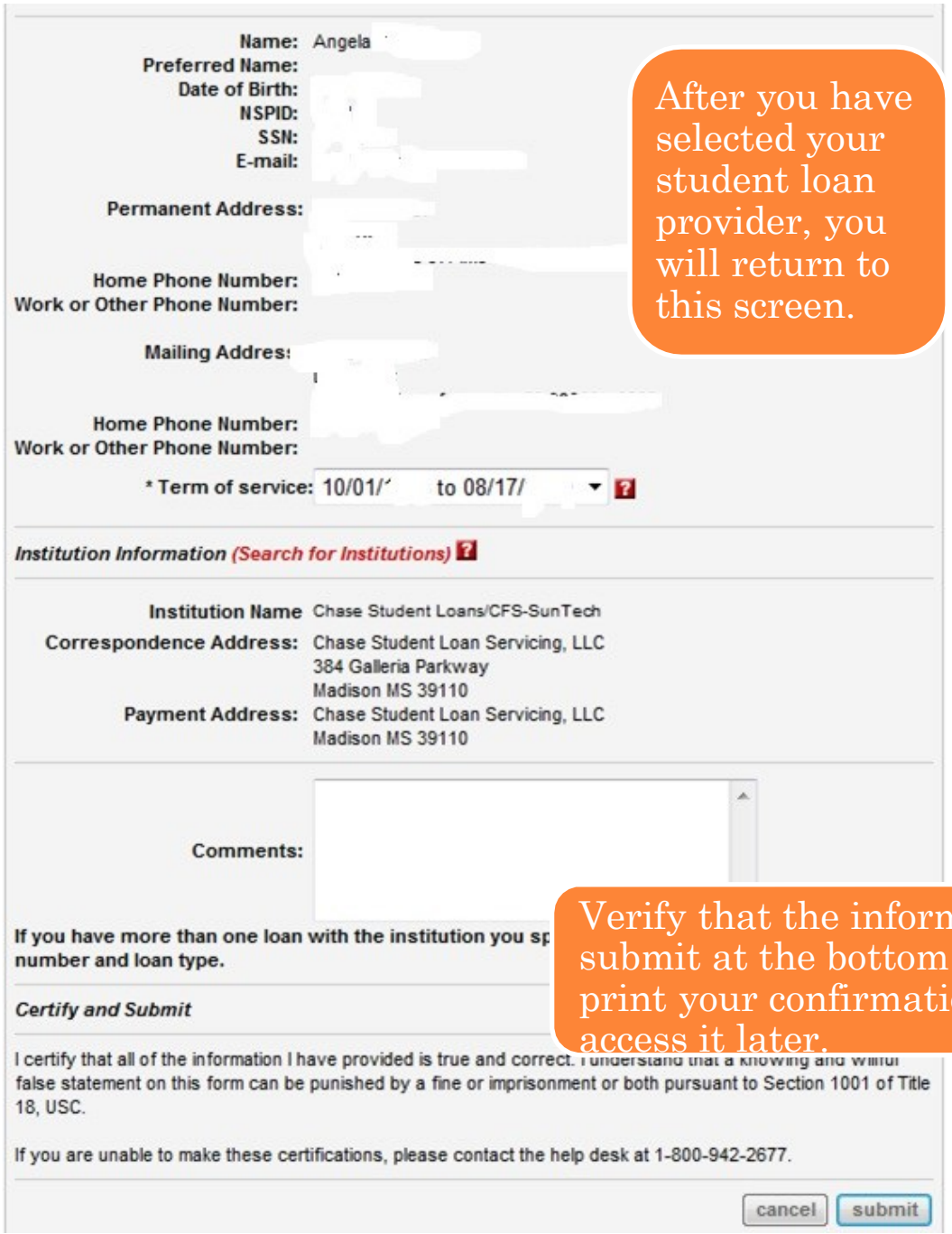
Search Institutions
To search for an institution use any or all of the fields below and click the search button. Hints:
When searching for a school, try searching by state first for best results, but try more than one possibility if nothing comes up.
When searching for a loan holder, enter the first 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:
Foreign Country:
search
trst-010
Enter the name of your student loan provider and click search.



If your search returns the name of your institution, simply click on their name in the list above.

If your search result returns no matches, click on “not found”. You will be able to manually enter the institution’s information from there.



After you have selected your student loan provider, you will return to this screen.

Verify that the information above is correct and click submit at the bottom right. Once it is submitted, print your confirmation page. You won't be able to access it later.

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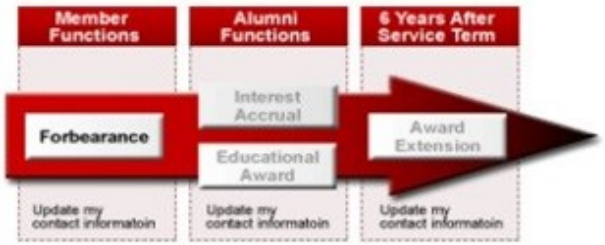
My Education Award

From this page, you can manage your Segal AmeriCorps Education Award requests, view your award balances, and view any previous payments that were made on your behalf. To create new requests, use the links to the left or click on the picture to the right.

Click here for help.



My Requests

Request	Status	Creation Date	Modified Date	
Forbearance	Pending Institution Action	6/27/2013	6/27/2013	Canc

Account Statement

Award Information

Award ID	Award Type	Amount	Award Value	Disbursed	Returned	Revoked	Balance	Expiration Date
	Education	$4,725.00	1	$4,725.00			$0.00	08/17/2006
	Interest Forebearance	$28.56		$28.56			$0.00	

Award Balance: $0.00
Available Balance: $0.00

Pending Awards Information Click here for more information.

Program	Organization	Expected Amount	Award Value	Slot Type	Service Start

Payment Information

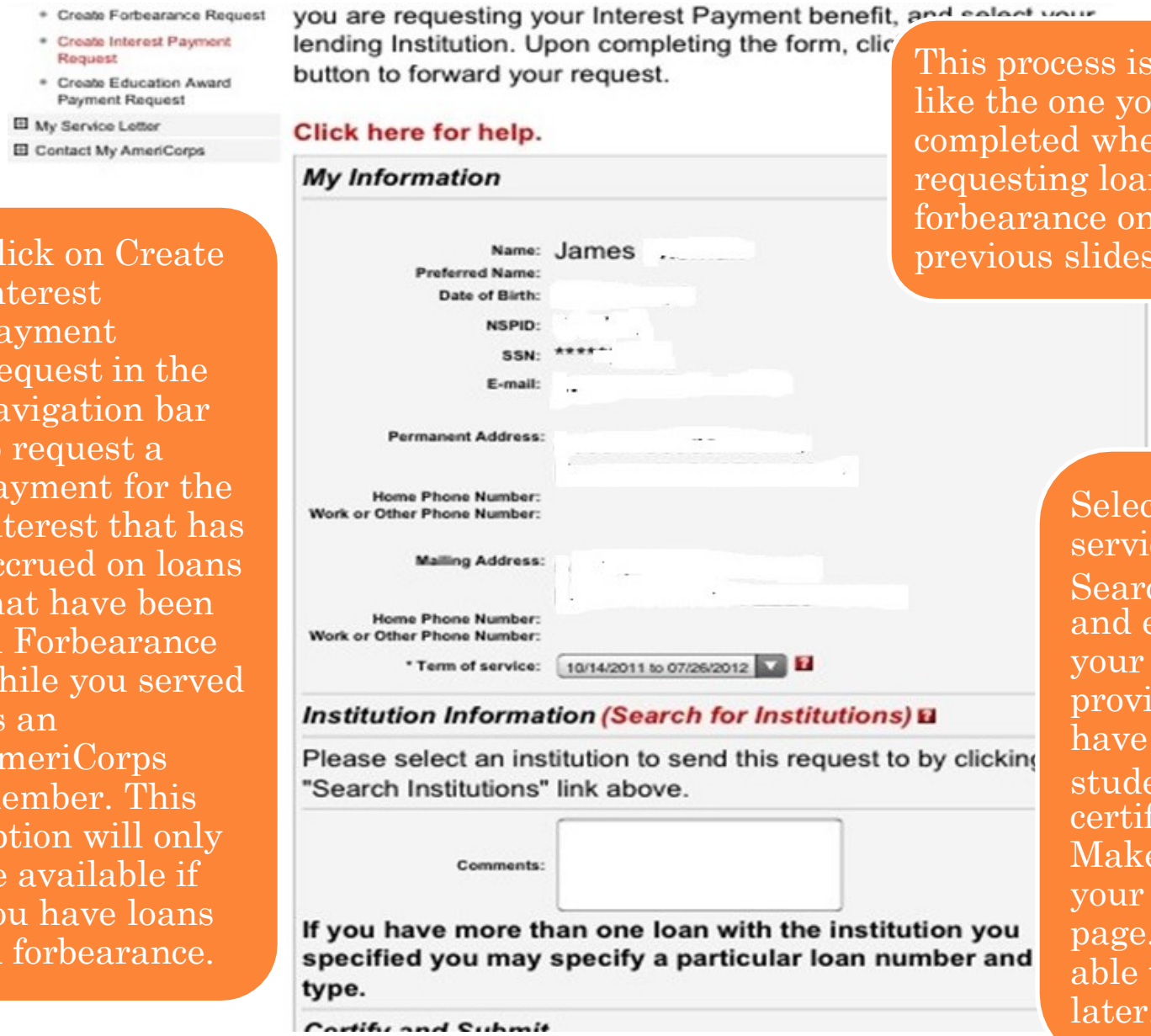
Payment ID	Amount	Schedule Date	Request ID	Cancel Date	Institution Name
	$2,725.00	10/12/2000			USA Group
	$2,000.00	12/22/1999			USA Group
	$28.56	11/04/1999			USA Group

Total Payments: $4,753.56

After printing your confirmation page, click on My Education Award in the navigation pane above.

You will see the status of your forbearance request here. Monitor it closely. If no action is taken, use the navigation pane to Contact My AmeriCorps or you may contact your student loan provider directly.

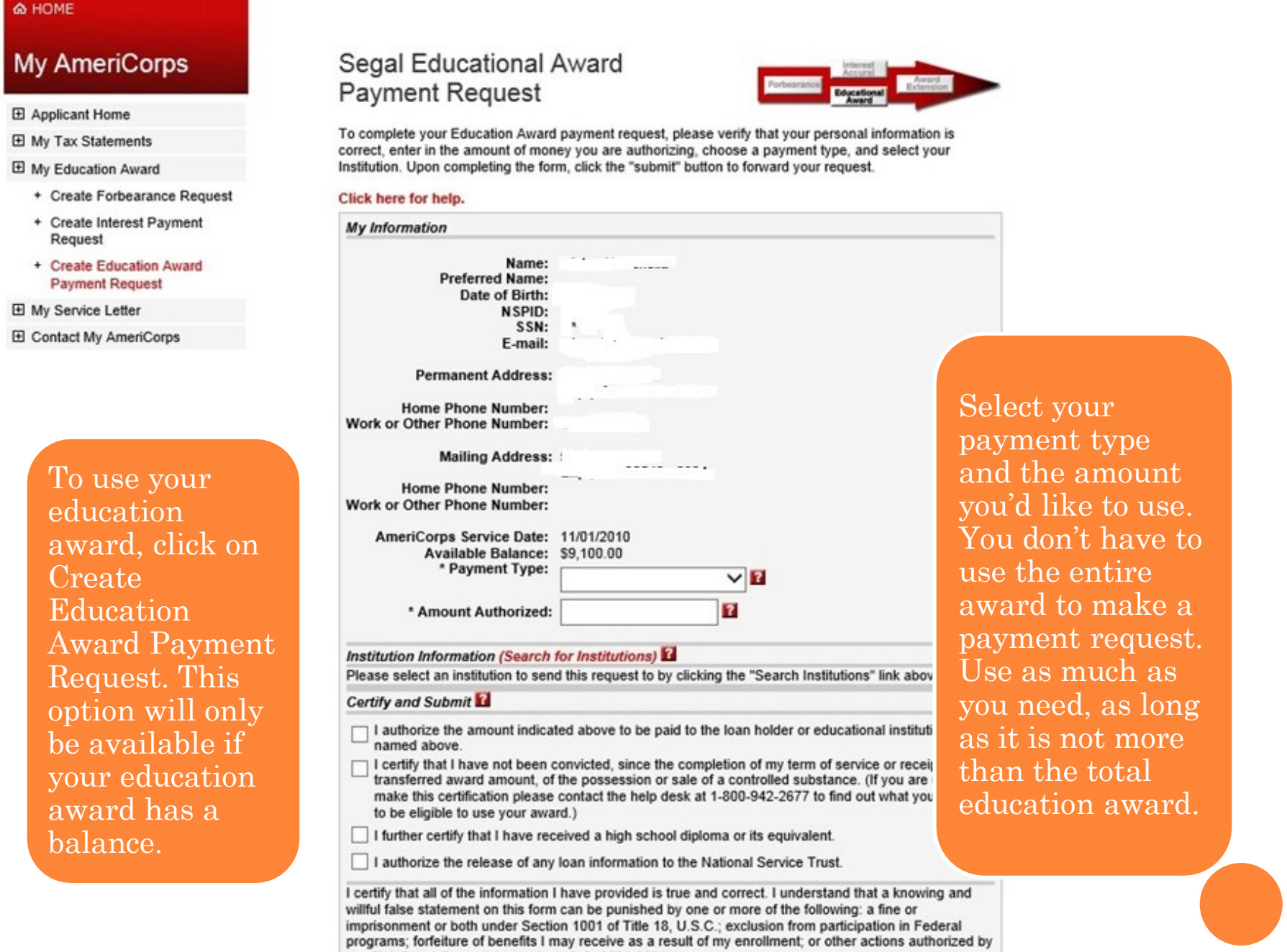
You will be able to monitor the status of all requests made on your account from the top of this page.



Click on Create Interest Payment Request in the navigation bar to request a payment for the interest that has accrued on loans that have been in Forbearance while you served as an AmeriCorps member. This option will only be available if you have loans in forbearance.

This process is just like the one you completed when requesting loan forbearance on the previous slides.

Select your term of service, then click on Search for Institutions and enter the name of your student loan provider. Once you have selected your student loan provider, certify and submit. Make sure to print your confirmation page. You won't be able to return to it later.



To use your education award, click on Create Education Award Payment Request. This option will only be available if your education award has a balance.

Select your payment type and the amount you'd like to use. You don't have to use the entire award to make a payment request. Use as much as you need, as long as it is not more than the total education award.

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  - Create Education Award Payment Request
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Segal 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:
Preferred Name:
Date of Birth:
NSPID:
SSN:
E-mail:

Permanent Address:

Home Phone Number:
Work or Other Phone Number:

Mailing Address:

Home Phone Number:
Work or Other Phone Number:

AmeriCorps Service Date: 11/01/2010
Available Balance: $9,100.00
*** Payment Type:**

*** Amount Authorized:**

Institution Information *(Search for Institutions)*

Please select an institution to send this request to by clicking the "Sear…s"

Certify and Submit

- ☐ I authorize the amount indicated above to be paid to the loan holder or educationa… named above.
- ☐ I certify that I have not been convicted, since the completion of my term of service… transferred award amount, of the possession or sale of a controlled substance. (If… make this certification please contact the help desk at 1-800-942-2677 to find out… to be eligible to use your award.)
- ☐ 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… willful false statement on this form can be punished by one or more of the following: a… imprisonment or both under Section 1001 of Title 18, U.S.C.; exclusion from participat… programs; forfeiture of benefits I may receive as a result of my enrollment; or other ac… the Civil Fraud Remedies Act, 31 U.S.C. 3801-3802

Click on the certification buttons and click submit at the bottom right. Be sure to print your confirmation page. You won't be able to access it later.

After selecting your payment, click on Search for Institutions to select your student loan provider or your school. If your search returns no results for either your school or your student loan provider, they are **not eligible to receive the education award**. You will not be able to enter the information manually, as we did on the previous screens.

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My Education Award

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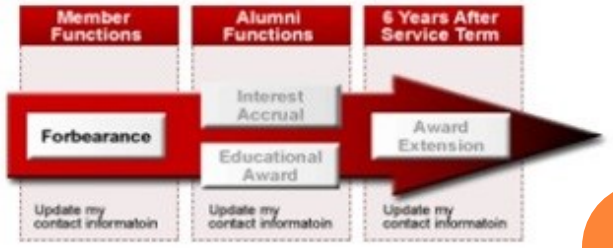
Click here for help.



My Requests

Request	Status	Creation Date	Modified Date	
Forbearance	Pending Institution Action	6/27/2013	6/27/2013	Cancel?

Account Statement

Award Information

Award ID	Award Type	Amount	Award Value	Disbursed	Returned	Revoked	Balance	Expiration Date
	Education	$4,725.00	1	$4,725.00			$0.00	08/17/2006
	Interest Forebearance	$28.56		$28.56			$0.00	

Award Balance: $0.00
Available Balance: $0.00

Pending Awards Information Click here for more information.

Program	Organization	Expected Amount	Award Value	Slot Type	Service Start	Service End

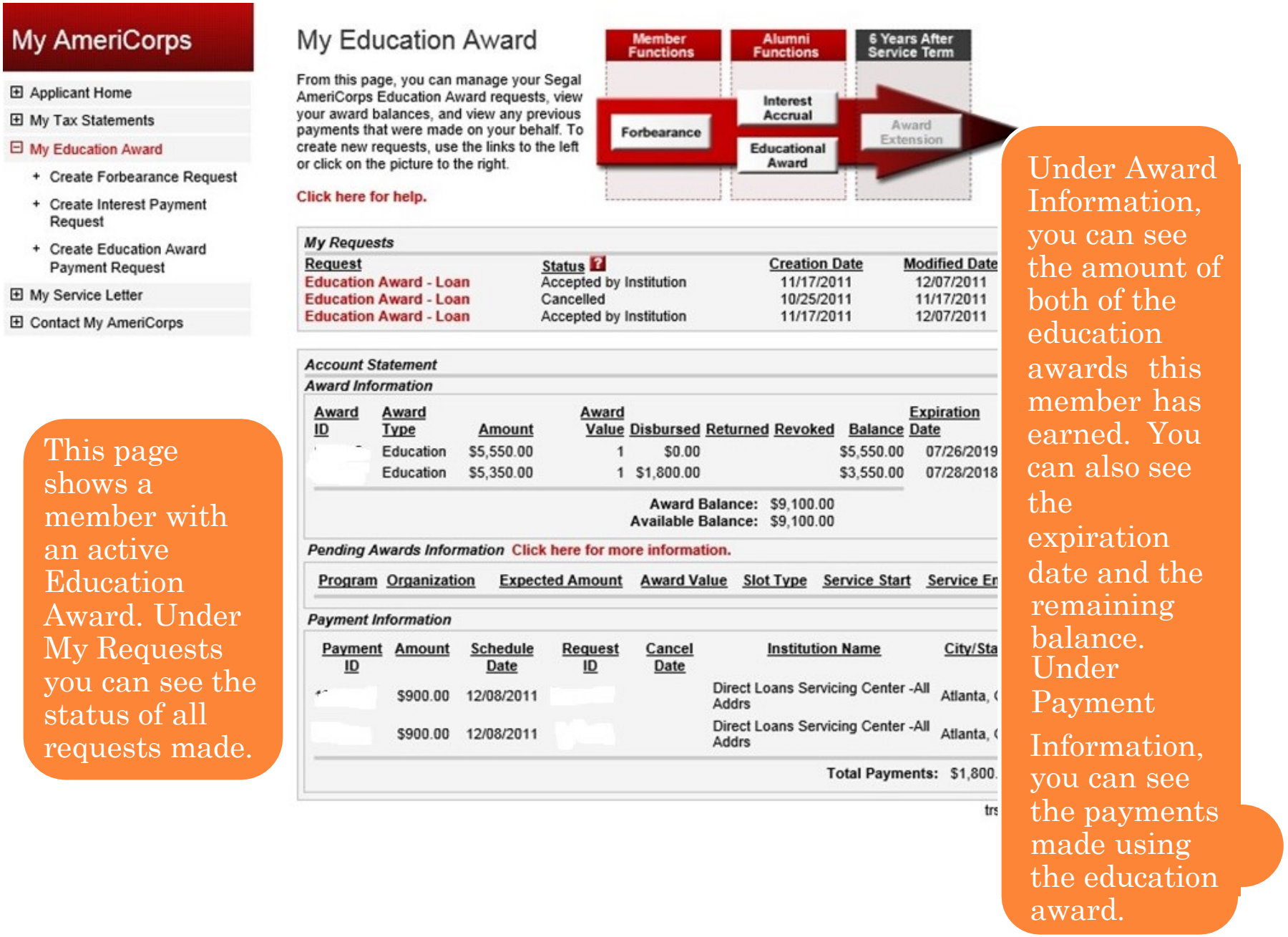
Payment Information

Payment ID	Amount	Schedule Date	Request ID	Cancel Date	Institution Name	City/State
	$2,725.00	10/12/2000			USA Group	Indianapolis, IN
	$2,000.00	12/22/1999			USA Group	Indianapolis, IN
	$28.56	11/04/1999			USA Group	Indianapolis, IN

Total Payments: $4,753.56

Clicking on My Education Award returns us to this screen. This is an example of a page where a member has already used their education award. You can see the details of the account in the sections to the right.

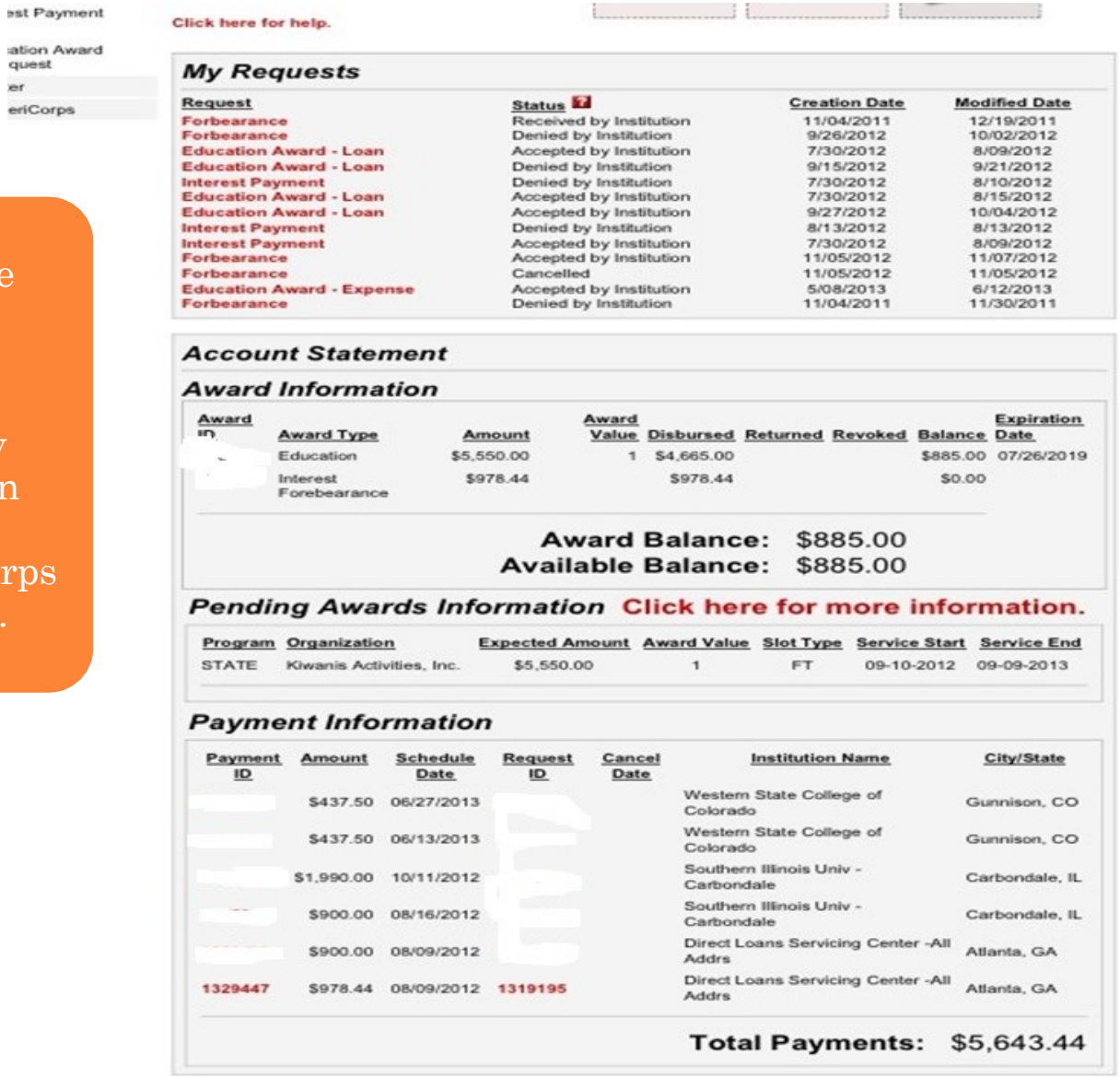
The education award amount and the expiration date is listed here under Award Information. You can also see the remaining award balance. Under Payment Information you can see where the education award has been used.



This page shows a member with an active Education Award. Under My Requests you can see the status of all requests made.

Under Award Information, you can see the amount of both of the education awards this member has earned. You can also see the expiration date and the remaining balance. Under Payment Information, you can see the payments made using the education award.

This page shows a member who is currently serving in an AmeriCorps Program.



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Click here for help.

My Requests

Request	Status	Creation Date	Modified Date
Forbearance	Received by Institution	11/04/2011	12/19/2011
Forbearance	Denied by Institution	9/26/2012	10/02/2012
Education Award - Loan	Accepted by Institution	7/30/2012	8/09/2012
Education Award - Loan	Denied by Institution	9/15/2012	9/21/2012
Interest Payment	Denied by Institution	7/30/2012	8/10/2012
Education Award - Loan	Accepted by Institution	7/30/2012	8/15/2012
Education Award - Loan	Accepted by Institution	9/27/2012	10/04/2012
Interest Payment	Denied by Institution	8/13/2012	8/13/2012
Interest Payment	Accepted by Institution	7/30/2012	8/09/2012
Forbearance	Accepted by Institution	11/05/2012	11/07/2012
Forbearance	Cancelled	11/05/2012	11/05/2012
Education Award - Expense	Accepted by Institution	5/08/2013	6/12/2013
Forbearance	Denied by Institution	11/04/2011	11/30/2011

Account Statement

Award Information

Award ID	Award Type	Amount	Award Value	Disbursed	Returned	Revoked	Balance	Expiration Date
	Education	$5,550.00	1	$4,665.00			$885.00	07/26/2019
	Interest Forebearance	$978.44		$978.44			$0.00	

Award Balance: $885.00
Available Balance: $885.00

Pending Awards Information Click here for more information.

Program	Organization	Expected Amount	Award Value	Slot Type	Service Start	Service End
STATE	Kiwanis Activities, Inc.	$5,550.00	1	FT	09-10-2012	09-09-2013

Payment Information

Payment ID	Amount	Schedule Date	Request ID	Cancel Date	Institution Name	City/State
	$437.50	06/27/2013			Western State College of Colorado	Gunnison, CO
	$437.50	06/13/2013			Western State College of Colorado	Gunnison, CO
	$1,990.00	10/11/2012			Southern Illinois Univ - Carbondale	Carbondale, IL
	$900.00	08/16/2012			Southern Illinois Univ - Carbondale	Carbondale, IL
	$900.00	08/09/2012			Direct Loans Servicing Center -All Addrs	Atlanta, GA
1329447	$978.44	08/09/2012	1319195		Direct Loans Servicing Center -All Addrs	Atlanta, GA

Total Payments: $5,643.44

Under Award Information, you can see the awards previously received and the remaining balance.

Under Pending Awards Information, you can see the details of the education award he will receive when he completes his current term of service.

That's it!! Almost everything you need to know about My AmeriCorps.

Any questions???