

NOTE: Must be 18 or older to complete this process online. If you are under 18 Human Resources must complete the background check. You must submit a release authorization signed by your parent or guardian to mmartin@ymcamontgomery.org or dforbus@ymcamontgomery.org.

Must have an email address. Portal will not work on cell phone.

Below are instructions for submission of your background check (18 and older).

1. Log on to <https://ymcamontgomery.volunteerportal.net>
2. Review text on the Welcome Page, enter the password and click **“Agree and Consent”**.
3. Enter Personal Information.
 - a. All fields marked with a **“*”** are required.
4. Click **“Next”**
5. Review all information to ensure its accuracy before proceeding.
 - a. If you need to make any corrections you can click on the **“Edit”** link or the **“Previous”** button to return to the Personal Information page.
6. Click **“Next”** or **“Complete”** to process your search.

Password: YMCA9622