

Where Can I Record my Individual Community Service Hours?

1. Visit www.MyInvolvement.org
2. Log in using your NetID and Password
3. On the top of the page click on the “My Involvement” drop down menu
4. Select “Experiences”
5. Once you have been directed to the Experience page, click “Add Experience”
6. Choose from one of the Community Service categories that best describes the service you completed
7. Fill out all required fields on the form and hit “Save”

Please note that we understand that specific student organizations are required to report hours as an organization. Recording hours through the Experience interface does not allow for organizations to record hours as a whole. However, the Office of Student Involvement and Leadership will work with organizations to create a separate form for student members to complete on their MyInvolvement organization page. If you have questions please contact Doug Sweet, Assistant Director for Programming, at dsweet@albany.edu.