

CREATING AN EVENT

- 1 Log into your Volunteer Partner account at impact.svcc.edu
- 2 Click the **Review Events** button at the top of the page
- 3 Click the red button labeled **Click Here to Submit a New Event**
- 4 Fill out the form with your event details
- 5 Click **Submit** when you are finished with the New Volunteer Event Form
- 6 An Impact Coordinator will review your event details and approve the volunteer event
- 7 If you need to cancel or edit any event details, please contact an Impact Program Coordinator at impact@svcc.edu

If you have any questions, please feel free to email us at impact@svcc.edu



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