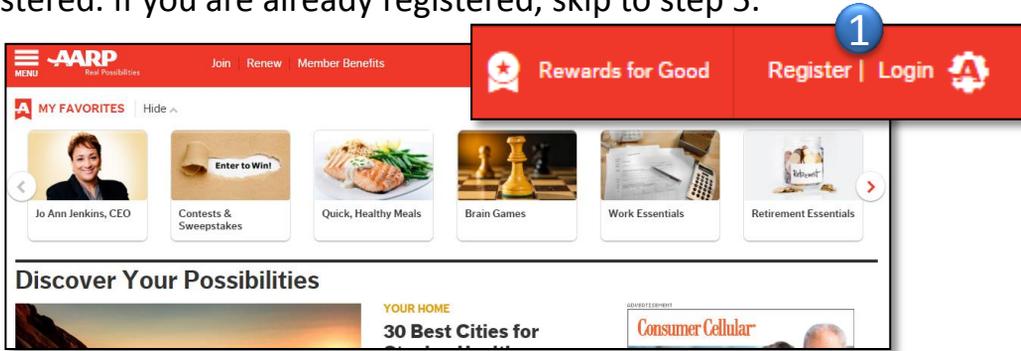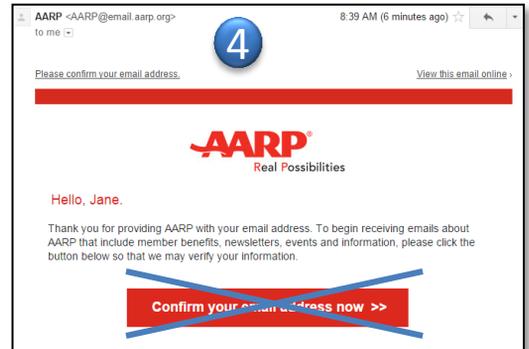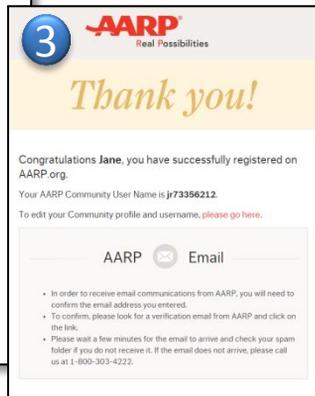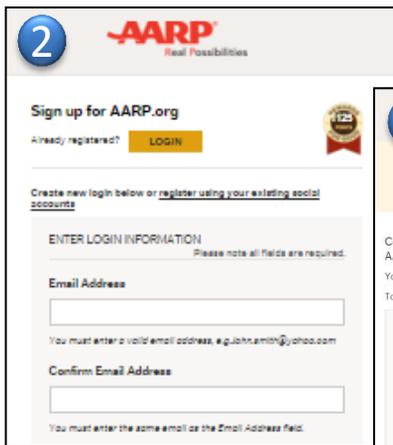1. Go to www.aarp.org and click on **Register**-or **Login** if you are already registered. If you are already registered, skip to step 5.

2. Fill out the form and click **Register**.

3. On the **Thank you!** page, scroll down to the bottom of the page and click **Continue**.

4. You will also receive an email confirming that your email has been registered with AARP.org; do not click the **Confirm your email address now** button.

5. Click on **Volunteer** at the top of the www.aarp.org page.

6. Scroll down to the **Volunteer** section.

7. In the **Interests** drop-down window, click **Select/Unselect All** and then click on **Tax Return Preparation**.

8. Enter the zip code of the area in which you would like to volunteer.

9. Leave the distance as 25miles, and click **Search**.

10. Review the list and click on the position for which you wish to volunteer.
11. Review the position description, and click **APPLY NOW**.

12. Fill out required fields marked with an ***** and any additional information. Most of the fields should be pre-populated.
13. Click on **Submit my Application** at the bottom of the page.
14. You will see a confirmation message online and receive an email confirming that your AARP Foundation Tax-Aide application has been received.