

Reporting President's Volunteer Service Hours

To Request an Individual Account:

1. Go to <https://spin.uwsp.edu/submitter/form/start/175557>
2. Log on using your UWSP email and password.
3. Complete and submit form.
4. We will receive your information and add you to the group in SPIN. Requests can take up to 3 business days.
5. Follow steps below to log your hours.

Logging Individual hours:

1. Go to <https://spin.uwsp.edu/involvement/servicehours/create>.
Note: Internet Explorer does not work with SPIN.
2. Log on using your UWSP email and password.
3. Under "Organization" select "Presidents Volunteer Service (PVSA)" from the dropdown.
4. Complete the remaining required fields and click "Create"

Logging Group hours:

1. Go to <https://spin.uwsp.edu/involvement/servicehours/create>.
Note: Internet Explorer does not work with SPIN.
2. Log on using your UWSP email and password.
3. Under "Organization" select the organization for which you are entering hours from the dropdown.
Note: You must be a member of the organization's SPIN page.
4. Complete the remaining required fields and click "Create"