

How to Cancel my Registration for a Volunteer Project

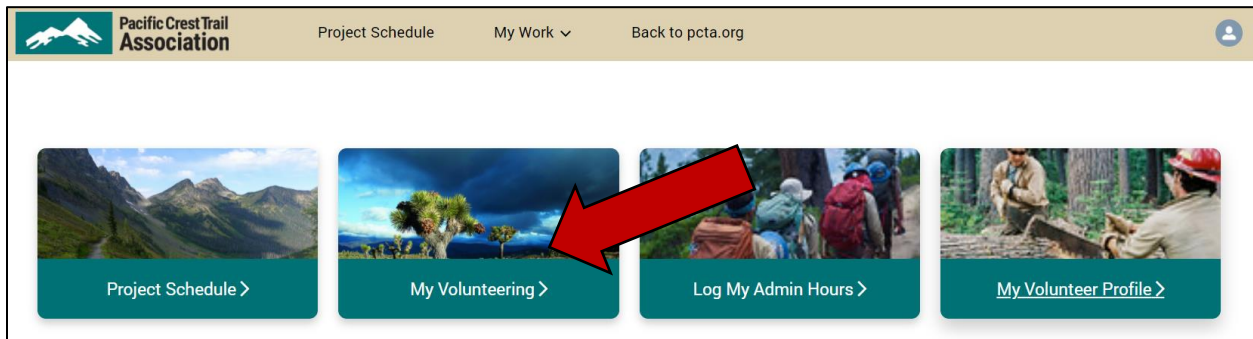
STEP 1

In your email inbox, find one of the project confirmation or reminder emails. Click the cancellation link provided. It will look similar to:

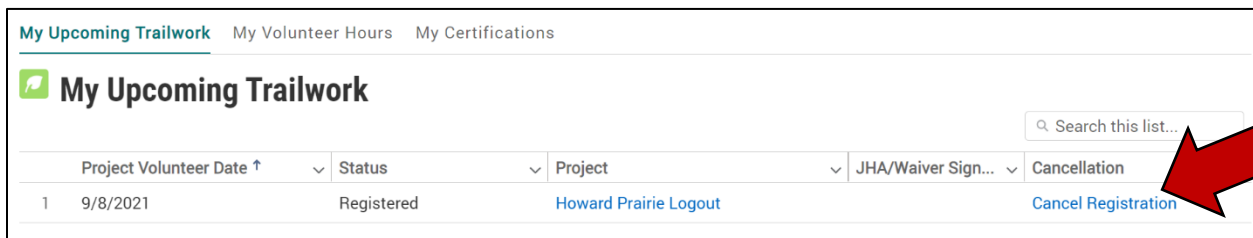
PCTA and our partners put a great deal of time and resources into providing volunteer opportunities at no cost. If you're no longer able to volunteer, please [cancel your registration online](#).

OR

Log into PCTAConnect and click "My Volunteering."



Find the registration you need to cancel and use the cancellation link provided.



STEP 2

You will see a new screen to confirm your cancellation. Click "Yes, cancel my registration."

Registration Cancellation

You are about to cancel your registration for the following Trailwork Project:

Project: Howard Prairie Logout

Dates: 9/8/2021 - 9/8/2021

WARNING: Once you cancel, you may not be able to re-register for this project. Should you change your mind, you will need to reregister for the project.

Yes, cancel my registration.

No, don't cancel my registration.

STEP 3

You will see a new confirmation screen. You can close the window or click "Finish." The crew leader of the project will automatically receive a notification that you've cancelled.

Registration Cancellation

Your registration for Howard Prairie Logout has been canceled.

We hope you'll volunteer with us another time!

Finish

NOTES

Registered volunteers are not able to cancel online within 24 hours of a project or after a project has started. In those cases, please contact the crew leader directly.

Waitlist volunteers are able to cancel online within 24 hours of a project.

Crew leaders are not able to cancel their registration for projects they're leading. In those cases, please work with local PCTA staff.