



## **ARMY FAMILY WEB PORTAL VOLUNTEER MANAGEMENT INFORMATION SYSTEM (VMIS) [vmis.armyfamilywebportal.com](https://vmis.armyfamilywebportal.com)**

**Following are the instructions to register on VMIS. Any questions please reach out any time; contact information below.**

### **No Account on Legacy**

1. Go to <https://vmis.armyfamilywebportal.com/>
2. Select Register on the VMIS Home Page, or select Log In from the VMIS Home Page and then select Register.
3. Enter the required information into the following data fields: • Email, Password, and Confirm Password.
4. Select Register
5. An automated email will be sent to the email that was entered in step 3 with a link and a token number.
6. Select the link in the email to verify the account. (If you encounter trouble with the link, please go to: [account.armyfamilywebportal.com/verify](https://account.armyfamilywebportal.com/verify) to complete verification)
7. On the page that appears, enter the email address and the token number provided in the automated email.
8. Select Verify Email

### **Legacy Account**

1. Go to Caution-<https://vmis.armyfamilywebportal.com> and use the 'transition your account' link to submit your username from your AOS account:
2. Go to your email: [email] and look for the registration email. This will have a link that takes you to the site to create your account.
3. Once you finish registering, return to your inbox to look for a 2nd email for account verification and verify your account.
4. Return to Caution-<https://vmis.armyfamilywebportal.com> and log in.

**ARMY COMMUNITY SERVICE  
ARMY VOLUNTEER CORPS COORDINATOR  
1501 WILLIAM C. LEE ROAD  
FORT CAMPBELL, KY 42223  
[kristen.r.geist-hodgkins.civ@army.mil](mailto:kristen.r.geist-hodgkins.civ@army.mil)  
270.956.2934**

