

# How to Apply



**1** Go to our website under the volunteer tab. Click the link for the volunteer program through Galaxy Digital. <https://clinicaesperanza.galaxydigital.com>

**2** Click **“Sign Up”**

At the bottom of the first page please select ‘yes’ to receiving emails and then click ‘continue’ to go on to the full application. Complete sign up.

**3** Click **“Opportunities”**

Browse for the opportunity that suits you. If you are traveling with a team, university group or ongoing partnership with Clinica Esperanza you will find your group name or institution. If you are a single traveler select either ‘Student’, ‘Professional’, or ‘Non-medical’.

**4** Select your opportunity and click ‘respond’ in the top right corner.

**5** Submit **“Prerequisites”**

In this section you will upload the picture page of your passport, your medical license or student ID, and a University diploma or high school diploma or certificate if you have not graduated college. We realize that diplomas are not frequently asked for but the Ministry of Health in Honduras requires us to have one on file for all medical professionals.

Your prerequisites will be ‘pending’. A member of our team will mark you as ‘qualified’, ‘not qualified’, or ‘need to resubmit’ if a document is not clear. You will receive these notifications via email. Please allow at least a week to receive notification.

**6** **When you are marked as ‘qualified’ you will receive an email inviting you back to the opportunity to finish responding. Click “respond” one last time to be added to the roster.**

★ You will receive an important email titled “Next steps for Clinica Esperanza”. Congratulations, you are scheduled to come to Clinica Esperanza. See you soon!

