Welcome to the Hunting Mentor Program Application Instructions

Please NOTE: There are TWO Phases to this application, all within the Go Outdoors VA Licensing System. You must complete both Phases to be considered for the 2025 Hunting Mentor Program.

PHASE 1: Hunting Mentor Program: Novice Hunter Instructions

- 1. Navigate to: Virginia Hunt & Fish Licenses | Go Outdoors Virginia
- 2. Create an Account, or log in to your existing account if you have already registered
 - a. Enter your date of birth
 - b. Last Name
 - c. Last four of your SSN (Can also use DL)
 - d. If you are creating your profile for the first time, please make sure you fill in all the appropriate fields, and then click *Create Customer* to complete your registration

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After logging in, you'll be taken to your Customer Home Page, where you must confirm your residency and profile information via the displayed certification screen/pop-up.

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3. In the upper left corner, click the "Make a Purchase"



- 4. Scroll down and you will see a horizontal green bar of options
 - a. Click the furthest right option "Customer Applications"
 - b. Recreational Licenses DWR Merchandise Wildlife Applications Customer Applications
- 5. Scroll down until you see "Novice Hunter Application"

Ø No	vice Hunter Application				
Туре	License	Description	Term	Price	Add to Cart
3211	Mentor Application		Annual	Free	😭 Add Another
3214	Novice Hunter Assessment		Annual	Free	+ Add To Cart

- a.
- b. If you are a Novice Hunter seeking a mentor, please select "Novice Hunter Assessment"
- c. Click the green button on the right that says "Add to cart"

6. Navigate to the top right of your screen and click the "cart" icon. This will expand the box so you can see what is in your cart.

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Shopping Cart		— Clear
Item	Price	
Novice Hunter Assessment	Free	×
Checkout		

- 7. Click "Novice Hunter Assessment." This will open the assessment for you to complete.
- 8. Click "Okay" after reading the acknowledgement.

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	Affirmation of Age and
	Acknowledgement that Participation involves the Risk of Injury
The pa	urticipant agrees that he/she is 18 years of age or older and acknowledges
that pa	articipating in the DWR Hunting Mentor Program involves the risk of injury
and th	at he/she is participating of his/her own free will. Participating in hunting
and ac	stivities associated with learning about hunting possess the possibility for
injury	due to, but not limited to, the necessary use of firearms, other hunting
equipr	nent, uneven terrain, exposure to the elements and/or potential encounters
with w	ild animals.
Safety	is the top priority to DWR. If a mentor determines that you have endangered
yourse	elf or anyone else, the mentor may remove you from the activity or the event.
The pa	articipant agrees to abide by these terms and acknowledges that there will be
no exp	bectation of their continued participation in the mentor program, or any other
consic	leration will be given if a participant is removed for this issue.
Compl	leting this assessment/application does not guarantee you will be paired with
a Men	tor for the upcoming hunting season. Successful pairing is dependent on the
availat	pility of mentor volunteers. Mentors are not paid and volunteer their time and
resour	ces to this program. DWR will make every effort to pair all novice hunters
with a	vailable mentors.

9. Complete the Assessment

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- 10. Make sure you read **<u>each</u>** question carefully and respond appropriately. Some questions only require three selections, others require all that apply.
- 11. Once you have completed the assessment, click the green "Submit" button at the bottom of the page.
- 12. In the Shopping Cart, click "Checkout Now"



13. On the Checkout screen, click the three check boxes for the Affirmations/Attestations

I have review	wed the items in my cart, above, and confirm that	t these are the items that I wish to purchase.
 I understand 	that ALL SALES ARE FINAL, regardless of circu	mstances, and I agree to pay all fees identified above.
	the nerson named on this license meets resider	ncy and education requirements is eligible to buy this license, and that
license is pu	inishable by a fine of up to \$1,000 and/or up to 6	i months in jail.

- b. Click "Process Order"
- 14. If you would like to print a copy of the receipt for your records, navigate to the upper right corner of the screen and click "Print"



b. A tab should open in your browser that will allow you to print or save as a pdf.

You have now completed Phase 1 of the Hunting Mentor Program Application. NEXT: You will need to select specific locations/species mentor opportunities through the Go Outdoors VA Quota System (Phase 2). Please follow the instructions on the following pages to complete Phase 2 of the Hunting Mentor Program Application.

PHASE 2: 2025 Virginia Hunting Mentor Program Application

Virginia Department of Wildlife Resources (DWR) will be conducting a **lottery** for the 2025 Hunting Mentor Program. To continue the application, please follow the steps below:

Step 1: Access the Quota Hunt Portal

Navigate to the Online Quota Hunts module

https://quotahunt.gooutdoorsvirginia.com/Hunts/CustomerLookup.aspx.



Step 2: Log In to Account

If you are not already logged in, please navigate to your Go Outdoors Virginia account, and login using your credentials. If you are a new customer, and do not have an account. Please review PHASE 1 of the Hunting Mentor Program Application.

Step 3: Certify Your Profile

After logging in, you'll be taken to your Customer Home Page, where you must confirm your residency and profile information via the displayed certification screen/pop-up.



Step 4: Start Your Application

Click the *Apply for a Quota Hunt* button on the Customer Home Page.



Locate the Hunting Mentor Program and click *Apply* to begin.

View Hunt Opportunities				▲ 📜 🖸 \$0.00	≜ Hi,
Open Hunts	Apply For a Hunt		Species	Filter By Species	~
	Category	Application Deadline	Short Description	Apply	
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	101 - Hog Island WMA - Waterfowl	9/27/2025	Hog Island WMA - Waterfowl		🖋 Apply
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Step 5: Select Hunt Choices

A list of available hunt choices will appear. Names correspond to general geographic locations of available mentors. Species that are available for each mentor(s) are also listed. Please pay attention to which geographic locations and species selections you make prior to finalizing your selections.

Select up to THREE (3) preferred choices.

Click Add Selected Hunt Choices at the bottom right of the screen to proceed.

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Select Hunt Choices	Quota Hu	nt Application				
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APPLICATION INFORMATION	Hunt	Area	# Available	Weapon	Add Selected Hunt Cho	lices Select
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Hunting Mentor Program 2025	C1DS6B	NORFOLK - Deer/Small Game Bird	1		10/01/2025 - 01/01/2026	
App Deadline: 5/30/2025	CIDT	NORFOLK - Deer/Turkey	1		10/01/2025 - 01/01/2026	0
and the state of the second state	C1SGB	NORFOLK - Small Game Bird	1		10/01/2025 - 01/01/2026	
Charles and a state of the second	C2DSGBMT	NOVA - Deer/Small Game Bird/Small Game Mammal/Turkey	1		10/01/2025 - 01/01/2026	0
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	Сзредит	Shenandoah-Rockingham - Deer/Small Game Mammal/Turkey	1		10/01/2025 - 01/01/2026	0
	C4D	Richmond-Middlesex - Deer	2		10/01/2025 - 01/01/2026	0
	C4DMSGBM	Richmond-Middlesex - Deer/Migratory Waterfowl/Small Game Bird/Small Game Mammal	2		10/01/2025-01/01/2026	D
	C4MS	Richmond-Middlesex - Deer/Migratory Waterfowl/Small Game Bird/Small Game Mammal/Turkey	2		10/01/2025-01/01/2026	0
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A THE REAL PROPERTY.	CSDT	Roanoke-Danville - Deer/Turkey	2		10/01/2025 - 01/01/2026	
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Step 6: Set Choice Priority

On the Hunt Choice Order step, drag and drop your selected choices to rank them from highest to lowest priority.

Click *Continue Application* once your order is finalized.

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Hunting Mentor Program 2025 Hunt	Area	Weapon	Date	Hunt Choice Order	
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Step 7: Review Your Application

On the **Application Review** step, you can:

- Update Choice Order Reorder your selected hunts.
- Update Choices Add or remove hunt selections.
- **Cancel** Cancel your application if needed.
- Submit Submit your application for the 2025 Hunting Mentor Program.

	View Hunt Opportunities					↓ 〒 1 \$0.00	🛔 Hi, Will 🤉
	Complete Application	Quota Hur	nt Application				
	# Return To Customer Home	Your applica	ion is not yet complete! You must click Submit before	you will be associated with this application.			
	APPLICATION INFORMATION	Selected	Hunt Choices				
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	App Deadline: 5/30/2023	C1DT	NORFOLK - Deer/Turkey		10/01/2025 - 01/01/2026	2	
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			Cancel Application	Add To Cart & Continue	Shopping	Submit	
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Step 8: Complete Checkout

After submitting, you will be directed to the Cart & Checkout pages to finalize your application.

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G Print Documents		Transaction Number: 19018681		Transaction Status: 1 - Paid	
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	License	Detail	Dates		Cost
and the second se	Novice Hunter Application	Will Hunt	05/20/2025 - 06/30/2025		FREE
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	13				Subtotal: \$0.0
					Total: \$0.0
	Customer Details				
		Will F	lunt		
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Step 9: Confirmation

Once the checkout is complete, your submitted application will be visible on your Customer Home Page under the *My Quota Hunt Applications* section. Please verify that this shows up as an active Application prior to leaving this phase of the Hunting Mentor Program Application. Once verified, you have completed Phase 2 of the Hunting Mentor Program Application and can log out.

