

# **Registering for a Girl Scout Membership**

1) Visit our MyGS Member Portal at mygs.girlscouts.org and select Find Troops

# 2) Enter Your Information:

- a. **Zip Code:** your zip code (OR **city/state/country**)
- b. Radius: enter "within 20 miles"
  c. Membership Year: choose the dates you are looking for
- d. Grade Level: select the grade level of your youth (if registering in June or July, use previous year's grade, if registering in August, select grade entering in September)
- e. **Select Search** to see local troop options

# 3) Choose How to Participate:

- a. Join Existing Troop
  - i. Scroll to find the troop you want to join. Use the green plus sign to add your youth and/or adults, then select Add Details at the bottom of the page.
- b. Join Your Town Waitlist (if you can't find an available troop)
  - i. Select the "Town Waitlist" by using the green plus sign to add your youth and/or adults, then select Add Details at the bottom of the page.
  - ii. Your membership allows you to participate in GSSNE's programs while waiting for placement or for a new troop to form. You will also be invited to participate in monthly meetings with GSSNE's Troop 1912, a temporary troop for girls awaiting placement.

### c. Join Without a Troop

i. Register as an **Individually Registered Member (IRM)** to join in GSSNE's Girl Scout program and activities without a troop. Scroll to the bottom and select Join Without a Troop.

#### d. Start Your Own Troop

- i. Scroll to the bottom and select Start Your Own
- ii. Follow the prompts to enter your info and we will be in touch with your next steps!

#### 4) Enter your information to Log In or select Don't have an account? Sign up now 5) Add your membership details:

- a. **Grade:** select the grade level of your youth (if registering in June or July, use previous year's grade, if registering in August, select grade entering in September)
- b. Participation Type: select Troop Member (or Non-Troop Member for IRMs)
- c. **Troop:** select the troop you are looking to join (or your Town Waitlist)

# d. Select a Contact:

- i. If you are registering an existing household member, select their name from the dropdown.
- ii. If the youth registering is a new member, complete the remaining fields.
- e. Choose a Membership Year
- f. Choose payment type
- 6) Select Save Details
- 7) Select Review Cart
- 8) Review the Girl Scout Promise and Law and check off the box at the bottom to Agree.
- 9) Select Add Payment Details
- **10)** Enter your payment information. If you select Financial Aid, these boxes will not appear, and you will receive a Membership Scholarship Application in your email within 24-48 hours.
- 11) Select Submit Payment, and a confirmation will be sent to you.

If you have questions, please contact Customer Care at 401-331-4500. We are happy to help!

Welcome to Girl Scouts-your adventure starts here!