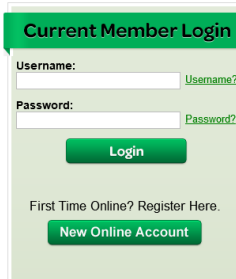
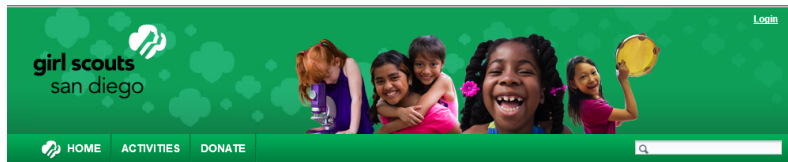


# Online Membership Renewal Quick Start Guide:

## For Parents/Guardians

Go to: [sdgirlscouts.org](http://sdgirlscouts.org) and click MyGS

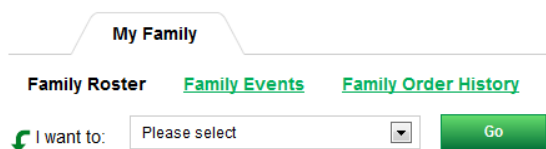


1. If this is your first time at our online registration site you'll need to create a Username and Password. To create your Username and Password click on [New Online Account](#) and complete the personal information for yourself (as the parent/guardian, not the girl).

2. Check for an email from "Admin[noreply@uapps.net]," subject "Your Girl Scouts Account" and follow the instructions to complete the Username/Password process. **Note:** Passwords must be 7+ numbers/letters and cannot contain special characters.

If you already have a Username and Password, simply login.

3. In the "My Family" "Family Roster" click in the box next to each family member whose membership you want to renew (selected participant(s) line will be highlighted green). Choose "Please select" from the drop down menu, "Purchase Girl Scout Membership(s)" and click "Go." Select the "2016" membership and update information.



Do not check out until you have verified and corrected information for all family members whose memberships you are renewing. (date of birth, grade, school, email address, etc.).

Please follow the prompts and update information for all renewing family members, then proceed to checkout.

After you have completed your membership purchase, you may print a receipt. You can also confirm membership renewal by checking your family roster in the "My Family" tab.

If you get a "Please contact council" message at any time during the login process, do not continue. Please email us at [registration@sdgirlscouts.org](mailto:registration@sdgirlscouts.org) or call us at (619) 610-0821. Additionally, please feel free to contact us if you need assistance.



**I can't wait to**  **spend another great year together!**