

All fun.

No filter.

girlscouts  
of southern alabama

## How to Register a Girl

### Create an Account

1. Go to <https://mygs.girlscouts.org/>
2. Choose Find Troops
3. Enter Zip Code
4. Search Radius = 20 Miles
5. Membership Year = Next Year/Current Year 2023
6. Troop Number = Start typing I Want to Join a. Choose the one for your county
7. Click Search
8. Choose Log In
9. Choose Don't have an account? Sign up now.
10. Complete all information on Create Account Screen
11. Click Create Account
12. Thanks for Creating Your Account Screen will pop up STOP and
13. Navigate to your email, look for Activation email from Girl Scouts
14. Click the Activate button in your email
15. When "Welcome to Girl Scouts! An account has been created for you!" screen pops up, click OK
16. When "To continue where you left off, please log in using the previous tab" screen pops up, click Close
17. Navigate back to "Thanks for creating your account screen"
18. Click Log into your account.
19. Enter your credentials and log in

### Add Membership Details page - this is the girls information

20. Participation Type = Troop member
21. Grade = Current Grade
22. Troop = I Want to Join - Your County
23. Enter address information
24. Caregiver 1 = click I am the caregiver box
25. Caregiver type = choose from the drop down box
26. Choose Caregiver Relationship from drop down box
27. Choose Caregiver gender from drop down box
28. Complete Caregiver address information or check has same as girl
29. Complete Caregiver birthdate
30. Check if Caregiver was a Girl Scout
31. Choose membership year
32. Choose payment type
33. Choose Submit Member Details
34. Choose Review Cart
35. Choose Council - 307 Southern Alabama should come up
36. Click Agree to Promise and Law box
37. Click Submit

**Congratulations! You have created an account and registered your girl!**  
**If you have any questions, please email [customercare@girlscoutssa.org](mailto:customercare@girlscoutssa.org)**