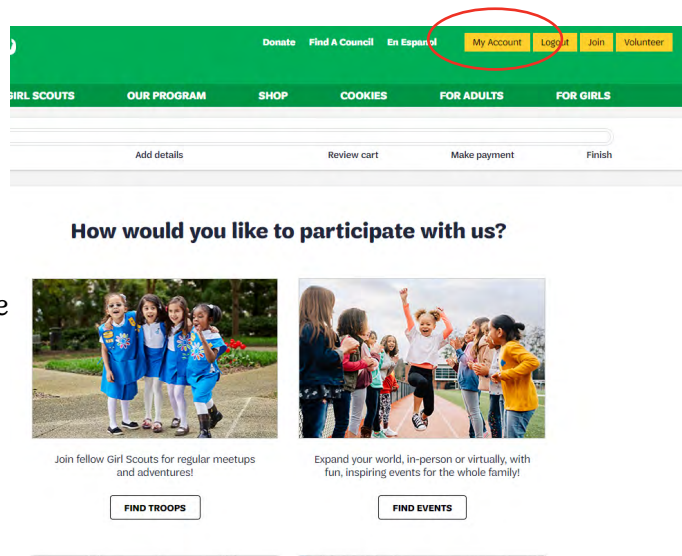


Renewal Guide for Parents

Deciding who will renew each troop member is critical. Decide now who will renew troop members — you or Troop Co-Leader.

Complete the following steps to renew family members:

1. Visit gsdakotahorizons.org and click on “MyGS” to login. If you have forgotten your password, use the “forgot password” link on the login page to reset it.
2. **In the green header on the top right, select the orange “My Account” button. See image -->**
3. Select “Household” on the left.
4. If all family members will be renewing, select “all”. You can also select individually by checking the box by the role for each adult and the troop member by each girl.
5. After renewing family members are selected, click on the green “Renew” button near top right.
6. For each renewing girl, update fields if necessary and verify attending school is correct.
7. The Girl 2022 Membership is already selected, choose “Credit Card” for payment type.
8. Select “Next Participant”. Repeat steps 6 and 7 for each renewing girl.
9. Review each adult record to ensure information is current, including their role(s).
10. The Adult 2022 Membership is already selected, choose “Credit Card” for payment type.
11. Select “Next Participant”. Repeat steps 9 and 10 for each renewing adult.
12. When all participants are complete, select “Review Cart” at bottom and Confirm Member Details.
13. Check box on lower right to accept the Girl Scout Promise and Law. Click “Add Payment Details” and enter credit/debit card information. Click “Submit Payment”.
14. You will receive an email confirmation of the membership purchase.



Using Dakota Dough?

Easiest Way: Let your Troop Co-Leader know you'd like THEM to renew your girl's membership online and give them the appropriate amount of Dakota Dough.

Alternately: Pay online with credit card and submit a Dakota Dough Reimbursement Form found at gsdakotahorizons.org/dakotadough.

Scholarships

Complete online registration following the steps above. At the Registration Summary page, click the “Request Financial Aid” box and click through to the Thank You screen. You will be directed to an easy online form to complete, and will be notified when your registration(s) are approved.