Guide to Registering as a New Member

Create an Account

All families will need to create an account in order to register new Girl Scout members. Later, this account will be used to manage your contact information and participation preferences.

- 1. Visit <u>gsdakotahorizons.org</u> and click "MyGS" at the top of the page.
- 2. Select "Find Troops."
- 3. In the Location: Zip/Postal Code box, enter your zip code; scroll down to the Grade Level section and select the appropriate grade; finally scroll to the bottom of the page and click "Search."
- 4. Use the map on the right to select troops in a specific area or scroll through the troop options on the left. Once you find a troop you would like to join, scroll to the bottom of the troop description box, and click to add girls and/or adults to the troop. Not sure which troop to join? Scroll to the bottom of the troop list and select "Join Without A Troop" and council will assist with placement.
- 5. Scroll down on your screen, and click green "Log In" button.
- 6. A pop-up will appear prompting you to log in. Click on the "Don't have an account? Sign up now!" link.
- 7. Enter your contact information and create a password. Select the boxes on the right-hand side of the screen that applies to you and click "Create Account."
- 8. After submitting your information, you will be asked to log in to your account using your email address and newly created password.
- 9. For your security, a verification email will be sent to you from Girl Scouts. Follow the instructions in the email to verify your account, log in, and finish the registration process.





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