



My Account Tip Sheet: New Girl Scout Members

Creating Your Girl Scouts of Greater Iowa (GSGI) 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 girlscouts-iowa.org and click on the “Become a Girl Scout” link. Then select “Ready to Join” on the next page.
2. Click on “Find Troops.”
3. Enter your zip code in the “Location” box and the membership year that you would like for your membership; scroll to the bottom of the page and click “Search.”
4. Choose the preferred troop for your Girl Scout. Scroll to the bottom of the troop description box and click the “+” sign to add girls and/or adults to the troop. **Tip:** Increase the Search Radius if the troop you are looking for does not appear. If the “+” sign is grayed-out that means the troop is currently full for that type of membership.
5. Scroll down on your screen, and click “Log in.”
6. A pop-up will appear prompting you to log in. Click on the “Don’t have an account? Sign up now!” link.
7. On the next screen, enter your contact information and create a password. Be sure to click the boxes on the right-hand side of the screen that apply to you and click “Create Account.”
8. For your security, a verification email will be sent to you from Girl Scouts. Please follow the instructions in the email to verify your account, log in and finish the registration process (see “Registering a New Girl or Adult Member”

1 of 3 results

Troop 51562
4.12 miles
Grade Range: K, 1st, 2nd, 3rd, 4th, 5th
Meeting Day(s): Thursday
Meeting Start Time: 03:30 PM
Open Spot(s): 1 girls, 5 adults
Meeting Frequency: Bi-weekly
Meeting End Time: 04:30 PM
More details about this Troop

JOIN THIS TROOP
Girls: 0 + Adults: 0 +

2 of 3 results

Troop 51569
7.04 miles
Grade Range: K, 1st, 2nd, 3rd, 4th, 5th
Open Spot(s): 1 girls, 4 adults

SEARCH EVENTS ADD DETAILS

Welcome to Girl Scouts, X

Create an account!

First name
First name

Last name
Last name

Email address
Email address

Create password
Create a password

Confirm password
Confirm password

Phone number
Phone number

Zip/Postal code
Zip code

I agree with [GSUSA privacy policy](#)

I agree with [terms and conditions](#)

SMS opt in - [standard data and text messaging rates apply](#) (optional)

Email opt in - I agree to receive [emails from GSUSA](#) (optional)

Phone opt in - I agree to receive [information or telemarketing from GSUSA](#) (optional)

I agree with [GSUSA photo policy](#) (optional)

CREATE ACCOUNT

What if the troop still does not appear or the troop I want to join is full? It is possible that the troop you are looking for is not currently accepting additional Girl Scout members. Please reach out to Girl Scouts of Greater Iowa (GSGI) at info@gsiowa.org and we will help you find a troop option for your Girl Scout! You can also select “Join without a troop” and we will work with you on finding a troop option in your local area or you can participate individually as a Juliette Girl Scout with GSGI! If you are interested in starting your own troop as a troop leader please use the “Create a Troop” option instead of searching for a troop!

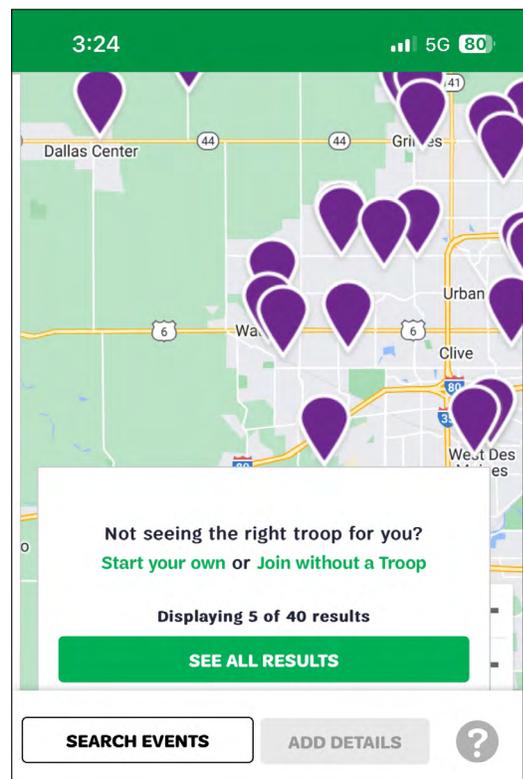
on the next page.)

Registering a New Girl or Adult Member

After logging into **My Account**, follow the steps below to register girls or adults into your preferred Girl Scout troop. If you are accessing your account on a mobile device, it will look slightly different. You will need to log in, by going to the menu at the top right of the screen and select “Login” to gain access to your account. Once you are logged into your myGS account, you will have to select the drop down menu at the top of the screen to view all the options listed below.

1. From the **My Account** screen, find the “My Troops” section. You will see that it states “you have not yet joined a troop.” Click on “Search for Troops.”
2. Enter your zip code in the “Location” box and the membership year that you would like for your membership; scroll to the bottom of the page and click “Search”.
3. Choose the preferred troop for your Girl Scout. Scroll to the bottom of the troop description box and click the “+” sign to add girls and/or adults to the troop. **Tip:** Increase the Search Radius if the troop you are looking for does not appear. If the “+” sign is grayed-out that means the troop is currently full for that type of membership.
4. Scroll down on your screen and click “Add Details”.
5. From here, enter the new members’ information, including birthday, grade, school, etc. You will then be prompted to complete payment for membership fees. **All adult memberships will be free.** You will have to enter information and select a payment type for each individual member you register. You must select credit card payment as your form of payment, but you will not be asked to enter a credit card number in order to process your free adult membership.
6. Once payment is complete, you will receive an emailed confirmation with receipt.

PLEASE NOTE: Troop leaders cannot add new girls to their troop. At the bottom of the My Troops tab, there is an option to “Invite friends to join my Troop”. If you are contacted by a family who wants to join your troop, you can send them an email invite, but because families need to create their own account, troop leaders cannot register new girls directly into their troops.



Check out your next steps as you get started as a Girl Scout of Greater Iowa Member [here!](#)



New members are also welcome to contact Girl Scouts of Greater Iowa directly at info@gsiowa.org for assistance with this process.