

## 2023-2024 Renewal Guide

A whole new year of excitement, learning, adventure, and growth!



Hey Girl Scout, what an amazing year it's been! Don't miss your chance to discover something new about yourself!

Think back to all you've accomplished throughout your Girl Scout journey. You've helped your community, faced big challenges, discovered new passions, and made forever friends. So, what's next? Anything you can dream up! There's so much more to explore with your Girl Scout crew.

This guide is designed to make renewing simple and easy. So what are you waiting for? Sign up for another year today and keep the excitement going.



## How to Renew a Girl Scout

If you would like to renew a membership for a Girl as a **Caregiver**, the process is below:

- 1. Visit the Girl Scouts Heart of the Hudson  $\underline{website}$ : https://www.girlscoutshh.org
- 2. Click on the MY GS button located in the upper right corner of the website



- 3. You will then be promoted to this page to log into you MY GS account.
- 4. Click the LOGIN button located in the upper right corner of the page.
- 5. Enter your log in information: Username and Password.

	BOUT GIRL SCOUTS	OUR PROGRAM	SHOP	COOKIES	FOR ADULTS	FOR CIRLS	
• Search		Add details		Review cart	Make paymer		Finish
			•				

girl s	couts			Donate Find	A Council Er	n Español My A	ccount Logout J	Ioin Volunteer
	A	BOUT GIRL SCOUTS	OUR PROGRAM	SHOP	COOKIES	FOR ADULTS	FOR GIRLS	
Welcom	e,	Welcome.						P
My Accou	nt	,						
My Househ	blo	ho	usehold				My Events Dashbo	ard
My Troop(s	i) ~	Name		Membership 5	Status		View all Upcoming Eve	ents >
My Profile				TIME TO R	ENEW			
My Events				TIME TO R	ENEW			
Volunteer 1	ToolKit			• TIME TO R	ENEW			
gsLearn				TIME TO R	ENEW			
Contact Co	uncil	Manada my household	members					
Log Out		manage my nousenor						
		Max Tennens						

6. Click on the "My Household" tab located on the left side of the page.

- 7. Select the Household Member that you would like to renew.
- 8. Click the "Membership" and the "Troop" they are renewing into.

Girls Select All					Hide inactive members 🚿
Av Edit de	tails 🖊 Change troop 🔄	Caregiver(s)	Exp. date	Program level	Purchase Membership Status
Membership			09/30/2020	seniors	LAPSED MEMBERSHIP
Troop 4	girl scouts heart of the hudson	Ray	09/30/2020	seniors	LAPSED MEMBERSHIP
Add a troop 📏					REVIEW CART

- 9. Scroll to the bottom of the page.
- 10. Click on Add Renewal to renew which is located on the right side of the page in green font.

irls				
] 1 member(s) selected				Hide inactive members
Av Edit details 🖊 Change troop 🔄				Purchase Membership
Participation	Caregiver(s)	Exp. date	Program level	Status
Membership		09/30/2020	seniors	IN CART
Girl scouts heart of the hudson	Ro	09/30/2020	seniors	• IN CART
Add a troop 📏			_	ADD RENIL VAL
			_	4

11. The next screen will be the Confirm Member Details Page. You will need to check that all information is still correct and up to date. Choose a payment method and hit Submit Member Details.

12. Confirm Member Details page with name and Troop placement (if applicable) by hitting green Review Cart button.

13.While Reviewing your Cart you will need to Accept the Promise and Law. Then hit the green Add Payment Details button..

Discount or promotional	code		friendly and helpful,
Code	APPLY CODE		considerate and caring, courageous and strong, and responsible for what I say and do, And to
Donation amount Amount due		\$0.00 \$0.00	respect myself and others, respect authority, use resources wisely,
Total amount		\$25.00	make the world a better place, and be a sister to every Girl Scout.
Rease note that Membership fees are non	-refundable.		ordance with their own spiritual beliefs.
Your membership fees power life-changin to another person. "Council fees help power amazing experier	g experiences for girls, locally and nationally. Membership is not noes for girls in your community and are non-refundable.	refundable or transferrable	I agree to the Girl Scout Promise and Law (required)

14. Complete Payment Information and hit the green Submit Payment button.

15. Congrats your Membership Renewal is complete! Watch for an email receipt for confirmation of payment.

Need additional help with renewing? Contact us! Membercare@girlscoutshh.org or 855-232-4744



## How to Renew a Troop

If you would like to use troop funds to pay for Girl Scout renewal as a **Troop Leader**, the process is below:

- 1. Visit the Girl Scouts Heart of the Hudson website: https://www.girlscoutshh.org
- 2. Click on the MY GS button located in the upper right corner of the website



- 3. You will then be promoted to this page to log into you MY GS account.
- 4. Click the LOGIN button located in the upper right corner of the page.
- 5. Enter your log in information: Username and Password.



4. Click on My Troops. Click on your troop number.

girl scouts		Donate Find A Council En Español <mark>M</mark>	ty Account Logout Join Volunteer
	ABOUT GIRL SCOUTS OUR PROGRAM	SHOP COOKIES FOR ADULTS	FOR GIRLS
Welcome,	Welcome.		<b>•</b>
My Account	,		
My Household	household		My Events Dashboard
My Troop(s)	, Name	Membership Status	View all Upcoming Events >
My Profile	R	TIME TO RENEW	
My Events		TIME TO RENEW	
Volunteer Toolkit		TIME TO RENEW	
gsLearn		TIME TO RENEW	
Contact Council	Manage my household members		
Log Out	and the second s		
	Mar. 7		

5. Click Select All (if renewing all Girl Scouts) OR click on Individual Youth Member you desire to renew.

• Note: you will also need to hit Select All under the Adults section if you wish to renew them in the Troop at the same time. This includes lifetime members who need to renew their roles too!

Member details					
				SAVE RETURN STATU	JS RENEW
Girl				Hide inactive and not re	eturning members 🚿
Al Edit details /					
Participation	Caregiver(s)	Exp. date	Program level	Status	
Troop 4		09/30/2021	multi-level 🕈	TIME TO RENEW MEMBERSHIP	Not returning

6. Hit green Renew button at the top of the Youth Member section.

Member details				-	RENEW
Girl 9 member selected				Hide inactive and not n	eturning members 🚿
A Edit details /					
Participation	Caregiver(s)	Exp. date	Program level	Status	
Troop 4 girl scouls		09/30/2021	multi-level 🕈	TIME TO RENEW MEMBERSHIP	Not returning

7. The next screen will be the Confirm Member Details Page. The first participant in your cart will show on the screen. Choose a payment method and hit Next Participant button. Repeat these steps for each participant in your cart. Then hit Review Cart button.

8.While Reviewing your Cart you will need to Accept the Promise and Law. Then hit the green Add Payment Details button.

THERE PAR GARMENT DATA				honest and fair,
Discount or promotional code				friendly and helpful,
Code	APPLY CODE			considerate and caring, courageous and strong, and responsible for what I say and do, And to
Donation amount		\$0.00	1	respect myself and others,
Amount due		\$0.00	. · ·	use resources wisely,
				make the world a better place, and
Total amount		\$25.00		be a sister to every Girl Scout.
Please note that Membership fees are non-refundable.				mbers may substitute the word God in ordance with their own spiritual beliefs.
Your membership fees power life-changing experiences for gir to another person.	is, locally and nationally. Membership is not	refundable or transferrable		Ladree to the Girl Scout Promise and Law
*Council fees help power annazing experiences for girls in your	community and are non-refundable.			(required)
	•			- W

9. Complete Payment Information and hit the green Submit Payment button. Congrats your Troop Membership Renewal is complete! Watch for an email receipt for confirmation of payment.

Need additional help with renewing? Contact us! Membercare@girlscoutshh.org or 855-232-4744



## How to Renew a Volunteer Role

If you would like to renew your membership in a role as a **Volunteer**, the process is below:

Visit the Girl Scouts Heart of the Hudson website: https://www.girlscoutshh.org
 Click on the MY GS button located in the upper right corner of the website



- 3. You will then be promoted to this page to log into you MY GS account.
- 4. Click the LOGIN button located in the upper right corner of the page.
- 5. Enter your log in information: Username and Password.

	ABOUT GIRL SCOUTS	OUR PROGRAM	SHOP	COOKIES	FOR ADULTS	OR GIRLS	
Search		Add details		Review cart	Make payment	Fin	ish
					83.50	. da	

4. Click on the "My Household" tab located on the left side of the page

Welcome,	My household mer	nbers				P
My Account					SAVE RETURN STATUS	REVIEW CART
My Troop(s)	Adults				Hide	nactive members 🥠
My Profile						
My Events	Edit profile 🧪 Change	e my participation 蜡			Purchase Life	etime Membership
Volunteer ToolKit	Membership/Participation	Caregiver of	Exp. date	CBC expiration	Status	Not Returning
gsLearn	Membership		09/30/2023	N/A	TIME TO RENEW	
Contact Council	Troop10 girl souts heart of the hudson	a A	09/30/2023	11/08/2025	TIME TO RENEW	
Log Out						
	Troop Co-Leader		09/30/2023	11/08/2025	TIME TO RENEW	
	Add a new role > Add a troop >					

- 5. Under "Adult" check the "Select All" box
- 6. Then click the "Add a New Role" tab

\*Note: that Lifetime Members need to renew their roles annually to remain an active member of their Troop/Service Unit.

My Account	wy nousehold me					
My Household					SAVE RETURN STATU	IS
My Troop(s) $$	1 member(s) selected					Hide inactive members 🚿
My Profile	Admin					
My Events	Lynn Morales Edit profile 🖊 Chan	ge my participation 🚔			Purcha	se Lifetime Membership
Volunteer ToolKit	Membership/Participation	Caregiver of	Exp. date	CBC expiration	Status	Not Returning
gsLerm	Membership		09/30/2023	N/A	IN CART	
Contair Council	Troop10096 git scores heart of the hudion	Adelynn Pena, Nana Afua Johnson	09/30/2023	11/08/2025	• IN CART	
(	Add a new role		09/30/2023	11/08/2025	• IN CART	

- 7. Search the role (filter by troop number, troop location, troop distance)
- 8. Click "Add Role" located on the bottom of the role description



9. Click "Add Volunteer" located on the bottom of the role description

Affiliation           Troop00251           Start Date         End Date           October 1, 2016         -	Affiliation Troop00251 Start Date Children 2005
Troop00251           Start Date         End Date           October 1, 2016         -	Troop00251 Start Date End Date
Start Date End Date October 1, 2016 -	Start Date End Date
October 1, 2016 -	Outshard 2004
	October I, 2016 -
APPLY TO THIS ROLE	APPLY TO THIS ROLE
ADD ROLE	ADD ROLE
3 of 200 results 🕆	4 of 200 results
Troop Fall Product Sale Chair girl scouts heart of the hudson	Troop Annual Giving Chair girl scouts heart of the hudson
149 miles	1.49 miles
The Fall Product Sale Chair is responsible for implementing and promoting the Fall Product Sale (FPS) within the troop <u>Read more</u> Attiliation	The Annual Giving Troop Chair is responsible for the promotion and execution of the Annual Giving Campaign in the troop. The primary role is to be an ambassador, role model and cheerle <u>Read more</u>
	ADD ROLE 3 of 200 results Troop Fall Product Sale Chair 149 miles The Fall Product Sale Chair is responsible for implementing and promoting the Fall Product Sale (FPS) within the troop

10. The next screen will be the Confirm Member Details Page. You will need to check that all information is still correct and up to date. Choose a payment method and hit Submit Member Details.

11. Confirm Member Details page with name and role by hitting green Review Cart button.

girl scouts					
ABOUT GIRL SCOUTS	OUR PROGRAM	SHOP	COOKIES	FOR ADULTS	FOR GIRLS
≮nck Search	<ul> <li>Add details</li> </ul>		Review cart	Make payment	Finish
	Add Details				Your Cart
1. Adult			~	ι.	piri senato heart of the function
Participation type				Troop Co-Leader	Troop
Volunteer (Adults)	$\sim$			Membership	
Volumeer Position(s) Volumeer position(s)	×				
Adult finit name	Adult last name				
Adult first name	Adult last name				
Use my primary address				Total amount	\$0.00
Street address	Street address				
Street address 1	Street address line 2				
Zip/Postal code	City				
Zip-code	City				
State/Province	CountryWegion				
Select State	V United States	$\times \vee$			

12.While Reviewing your Cart you will need to Accept the Promise and Law. Then hit the green Add Payment Details button..

			honest and fair,
Discount or promotional co	de		friendly and helpful,
			considerate and caring,
Code	APPLY CODE		courageous and strong, and
code			responsible for what I say and do,
			And to
			respect myself and others,
Donation amount		\$0.00	respect authority,
Amount due		\$0.00	use resources wisely,
			make the world a better place, and
Total amount		\$25.00	be a sister to every Girl Scout.
Please note that Membership fees are non-ref	undable.		mbers may substitute the word God in fordance with their own spiritual beliefs.
Your membership fees power life-changing ex to another person.	periences for girls, locally and nationally. Membership is not	refundable or transferrable	Ladree to the Girl Scout Promise and Law
*Council fees help power amazing experiences	of r girls in your community and are non-refundable.		(required)

13. Complete Payment Information and hit the green Submit Payment button. Congrats your Role Renewal is complete! Watch for an email receipt for confirmation of payment.

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