

How to Register Myself and My Girl Scout Online

Parent Handout



Step 1: Get your Troop Number from the troop leader and write in the box here

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Step 2: Become a Registered and Screened Adult

If you are planning on helping the troop leader by supervising girls, driving girls, handling large amounts of troop money or product, or attending any overnight events with girls, you will need to become a registered and screened adult.

- ☐ 1. Apply to be a Girl Scout Volunteer here <https://www.gsglavolunteerapps.org/>
- ☐ 2. Create an eBiz account at <https://gsusa.ebiz.uapps.net/vp/Home.aspx?pid=52>
 - Create a Username and Password
- ☐ 3. Register Yourself Online
 - Log in at <https://gsusa.ebiz.uapps.net/vp/Home.aspx?pid=52>
 - Click on Join Now
 - Click on Adult 2016 or Lifetime. Then click Start to verify your information.
 - Answer Yes to "Are you a Girl Scout Volunteer?" if you have completed #1.
 - Request your Position Code. Most parents will choose 03- Troop Committee Member
 - Review your information before paying.

Step 3: Add/Register Family Members

After you have paid for your membership you will have the opportunity to add family members to your account and register them as Girl Scouts.

- ☐ 1. Click on Add Family Member and enter their information.
- ☐ 2. Select Your Scouts Name, then select Purchase Girl Scout Membership under "I Want To" and choose Girl 2016 membership. Click Start to verify her information.
 - Review and update her information before paying.
 - You can continue to add family members to your account. If you have girls in multiple troops, make sure you enter the correct troop number for each girl.

Each year parents, grandparents, troop leaders, volunteers, and friends come together to support **GIRLS!** We call this **Family Partnership**. The entire \$15 Girl Scout membership fee goes to GSUSA, but 100% of your Family Partnership gifts stay with GSGLA to support the **GIRLS!**

Consider Donating to Family Partnership when you register yourself and your Girl Scout.

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Parent Handout



Step 1: Get your Troop Number from the troop leader and write in the box here:

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Step 2: Follow These Steps to Register your Girl Scout Online

- ☐ 1. Create an eBiz account at <https://gsusa.ebiz.uapps.net/vp/Home.aspx?pid=52>
 - Create a Username and Password
- ☐ 2. Register Your Girl Scout Online
 - Log in at <https://gsusa.ebiz.uapps.net/vp/Home.aspx?pid=52>
 - Select Your Scouts Name
 - Select Purchase Girl Scout Membership under "I Want To"
 - Click on Girl 2016. Then click Start to verify your information.
 - Review and update her information before paying.
- ☐ 3. Registering More than one Family Member
 - If you are registering more than one family member from your Family Management Page, Click on the My Family Tab, select the next family member and follow the steps above under Register Your Girl Scout Online.
 - If you have girls in multiple troops, make sure you enter the correct troop number for each girl.
 - If you are registering an adult and not a girl from your Family Management page you will purchase Adult Membership.



Need Help?

If you need assistance with your eBiz account
contact Customer Care at
(213)213-0123
or the GSGLA Help Desk at
HelpDesk@girlscoutsla.org.