

GSNETX Fall 2018: Family Renewal Step-by-Step

THANK YOU so much for returning for another exciting year of Girl Scouts! This tutorial will help you renew any or all of the members in your family for another amazing Girl Scout year.

1. Go to Girl Scouts of Northeast Texas's website- www.gsnetx.org. On the far right-hand of the page, **click MyGS** and select **Member Profile** from the drop down menu.



2. **Log in** using your Girl Scout email address and password. You may be prompted to set a new password. If you have any difficulty, check out our [Logging into MyGS tool](#).
3. On your Membership tab, you will see that the dates at the top of the screen reflect the current Girl Scout year that runs from Oct. 1, 2018, to Sept. 30, 2019. It also says Time to Renew for 2019 next to any eligible members who were registered in 2018. Under the Renewal Choice column, make sure you select Renew next to all members you want to sign up for next year. You also have two other options – “I’ll decide later” for someone you’re not sure about or “Don’t renew” for a member not returning to Girl Scouts. Click **Continue** at the bottom of the screen when you’ve made your selections.

girl scouts

MEMBERSHIP TROOPS FAMILY PROFILE ACTIVITIES MY ACTIVITIES CHANGE PASSWORD LOG OUT

Gambrell Household

Do you need to change any profile details for members of your household?
[EDIT PROFILE DETAILS FOR/OF HOUSEHOLD MEMBERS](#)

Membership Year Oct 1, 2018 to Sept 30, 2019

Name	Participation	Status	Renewal Choice
Isabella Gambrell	Troop02245	Inactive	
	Troop03694	Inactive	
	Troop07706	Time to Renew for 2019	Renew

4. After you click Continue, the screen will go dark and tell you to “Please Wait...”
(**Please wait!** Don’t click the back button – it may take just a second.)
5. Now you’ll be taken to a screen to accept the Girl Scout Promise & Law on behalf of any family members. The acceptance box is automatically checked. Click **Continue**.
6. The next screen is for entering your payment information. You’ll be given the option to make a donation to the GSNETX Family Partnership Campaign, to upgrade any adult memberships to lifetime memberships and to review all of the members you are renewing. Enter in your credit card information and click **Continue** at the bottom of the screen.
7. The final screen is your confirmation page. Here, you can review all of the members that you will be renewing one final time before clicking **Submit** to finalize your renewal. After you click Submit, the screen will go dark again and tell you to “Please Wait...” again.
(**Please wait!** Don’t click the back button – it may take a few seconds.)
8. You’re all set! **Check your email** to confirm that you’ve received an itemized receipt or you can click the “Print itemized receipt” link at the bottom of the page. Make sure your pop-up blockers are turned off to be able to see the link. You can also **SHARE** the news that you’ve signed up for another great year of Girl Scouts with your family and friends on social media!