# **GSEP Camp Registration Instructions and Tips**

Camp Registration looks different this year—as all registrations are done through the GSEvents system. To start, you should make sure that you are able to log in to your MyGS account. Do you remember your username (your email address) and your password? If not, please contact <u>memberservices@gsep.org</u> for assistance.

## Check out the Camp and Program Guide <u>HERE</u>!

When deciding on a camp session for your Girl Scout, remember that sessions are specifically designed for certain age groups. The session description in the Camp Guide will tell you what grades girls should be entering in the fall of 2022 in order to attend.

\*\*PLEASE NOTE: once you click on a camp session to register, sessions are set to allow participants based on their current grade...so if you are looking at a session for Juniors (grades 4-5) you will see the camp session listed in the system as accepting "Brownies and Juniors" because it will accept CURRENT 3<sup>rd</sup> and 4<sup>th</sup> graders.

### Now that you know the session you want:

- Go to the **EVENT CALENDAR** on the GSEP website.
- Go to the first day of the camp session.
- You will see each camp property listed as "Camp Name-program starting (date)."
- Remember, for Resident camp, it will be Sunday (or Wednesday for some ½ week programs), and for Day camp, it will be Mondays.

### To register for a camp session:

- Click on the camp program listing, and then click on the green link to register.
- Click the "Register Now" button to open that week of camp.
- On the right side, click to add a girl participant to the week of camp.
- Click "Add Event."
- Select your attendee from the drop down.
- Scroll through the sessions and click the check box next to the session your Girl Scout wants to attend.
- You can also add dietary restrictions as well as buddy information.
- Check the "agree" box next to the Girl Scout Promise and Law
- Check the credit card box to make the \$50.00 deposit to hold your spot. If you would like to pay more than the deposit, you can change the amount as needed.
- Complete your payment!

\*\*If you want to request Financial Aid for camp, you will do so after you complete the registration and pay the camp deposit. If your FA award is not approved or is not enough to cover camp, your deposit will be refunded.

### To register for camp "EXTRAS" like Bus, Trading Post, Day camp overnights, Day camp Extended care, etc:

- Select the listing from the Events calendar.
- Add your attendee.
- Select from the available options.
- Agree to the GS Promise and Law.
- Complete payment.

\*\*Camp and Spring program offerings can be seen NOW on the GSEP Events Calendar and in the digital guide. Registration will go live on DECEMBER 15 at 9:00 AM. Please be patient on December 15 as we are expecting many people to be using the system to register... volume may slow the registration system!