

Quick MyGS Renewal Guide for Parents/Guardians

Want to renew your Girl Scout using her Cookie Dough? Use [this Cookie Dough Renewal Request form](#) (or this [Cookie Dough Request Form for Graduating Girl Scouts](#)).

To renew your Girl Scout using a credit or debit card, complete the following steps:

1. First, click on the yellow MyGS tab located on the top right corner on the website, and select Member profile from the drop down menu.
2. If you're a first-time user or have forgotten your login, select forgot password to generate a temporary password that will be sent to your email address. Your username should be the email address you used during your registration. If you have recently changed your email address, please contact us at 800-342-8389 or info@gsiowa.org prior to requesting a new password.
3. On the Membership tab, you'll see membership details for the people in your household. Change the drop-down to **next year** (2017-18) to show renewal options for the upcoming year.
4. Select "Renew" for each person the household you want to renew for next year.
5. For each person, you can use the green "Edit" button to update contact details. If anyone in your household requires a change in name, birth date, grade, or email, please contact us at info@gsiowa.org.
6. If you indicate that you are looking for a new troop or opportunity for anyone in the household, you'll be directed to the online Opportunity Catalog.
7. You can pay for registration by credit or debit card, or choose "request aid" for financial assistance.