

MyGS Troop Renewal Instructions

Below is a step-by-step guide on how to renew multiple members of the same troop from a leader or co leader account within a MyGS profile.

1. To start select the **MyGS** link and log into your **MyGS** account.
2. Click on the yellow **My Account** button on the right near the top.
3. On the left, you will see **My Troop(s)**. Select this tab.
4. Next, you will see your troop(s) in the middle of the screen. With each girl and adult member, you will see a box to check to the left of their name, under participation.
5. At the end of each individual line, you will see **Active, Time to Renew, or Lapsed**. For members that show **Time to Renew or Lapsed** at the end, please check the box to the left if renewing membership.
6. Once all the appropriate boxes are selected for all the members in your troop, you will click on the green **Renewal** button on the right near the top.
7. Confirm member information, choose payment type, and click submit member details.

Girl Scouts believe in removing barriers to opportunity and making the world a better, fairer, more equitable place. That's why Girl Scouts of Eastern Missouri is proud to offer financial aid to our members, so that all girls may participate fully in Girl Scout program activities and camp. [Learn more about GSEM financial assistance programs.](#) Troop leaders are not able to request financial assistance for girls in their troops. If a family is wanting to request financial assistance for membership dues, please have the parent/caregiver complete the paper membership form and check the financial assistance box or register their girl separately online and select the financial assistance option.

For any questions regarding your MyGS account or renewal, please reach out to the GSEM Answer Center at 314.400.4600 or email at answercenter@girlscoutsem.org.