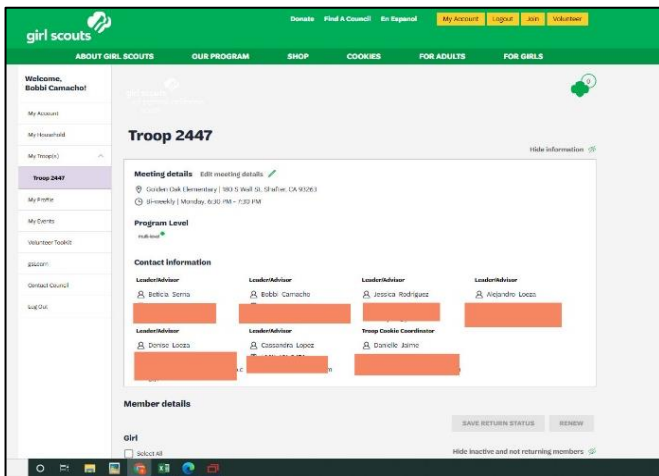


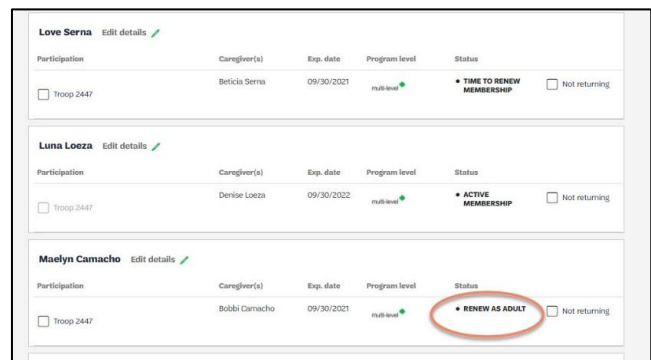
Short & Snappy Membership Renewal



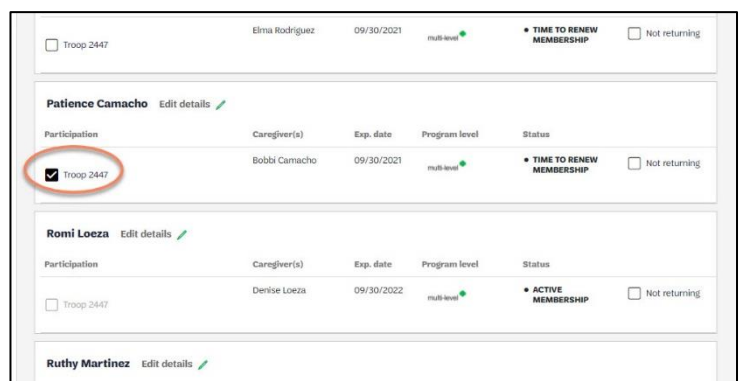
Renewing membership is easier than ever with the new VS 2.0 system.
Go to girlscoutscs.org and login to MYGS/VTK account in the top right hand corner.



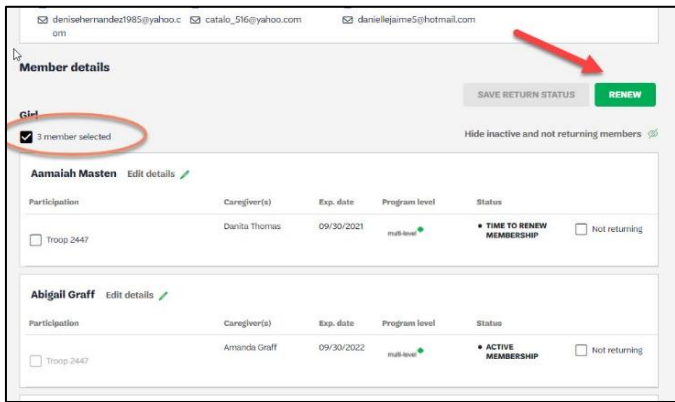
- On the left hand side click on “My Troop.” Underneath, will list Troops. Click on the Troop needing to renew.
- Displayed will be Troops’ meeting information. Underneath are adult members and girl members.
- The status of every girl and adult can be viewed.



- **Time to Renew Membership**- view the expiration date and it shows they are not a member for next year.
- **Active Membership**- they were renewed for the next year by purchasing membership, financial aid, or cookie renewal.
- **Renew as Adult**- Lifetime Membership or Adult Membership will be available for purchase due to the girl graduating.
- **Lapsed Membership**- troop member is returning after a year of non-participation. These members should be renewed using the **Extended Year Membership** option.
- If a troop will be adding new members, Troop Leaders and volunteers should instruct parents to choose the **Extended Year Membership** option when registering their new Girl Scouts.
- **Extended Year Membership**- membership option that is valid from the date of registration through September 30, 2022.

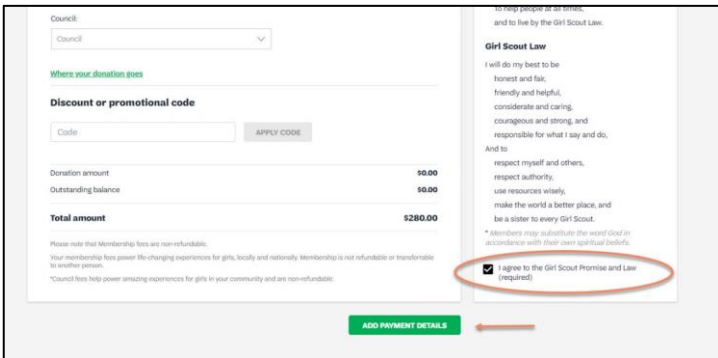
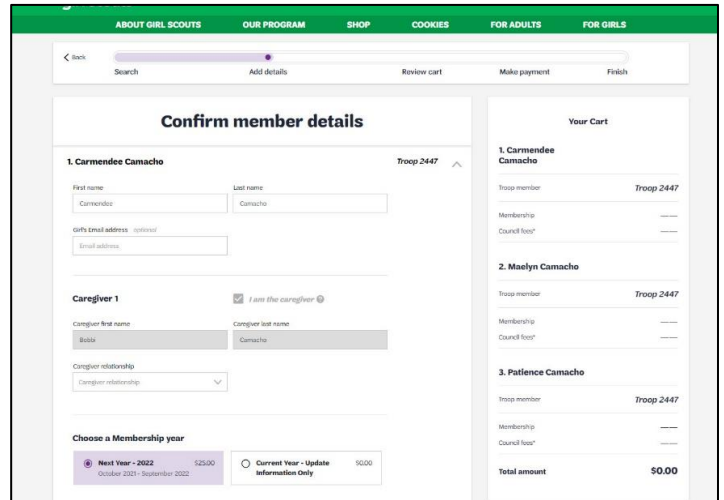


- Choose the box with the Troop number underneath whichever girl is being renewed.
- Located under the adult members is a box that says “Girl.”
- It will display how many members are checked to renew.
- Choose the green button that says “Renew.”
- Whichever roles adults are renewing for the membership year, need to be checked.



- Confirm member details for each girl and adult.
- Choose “Next Participant” to move on to the next member.
- For the last person, choose “Submit Member Details.”

- The next screen prompts to “Review Cart.”
- Check the box on the bottom right that says “I agree to the Girl Scout Promise and Law.”
- Payment details are entered in the next screen.



- Order confirmation is on the last screen.

