

How to Register (New Step-By-Step)

All communication for Resident Camp will be made through an email address. Please make sure that your child's account with the Council has a valid email address. You will receive confirmations and any other communication related to camp. All confirmations of camp registration will be sent through email.

Paper registration is available as an alternate method of registration. Paper forms are processed as they are received and could result in a delay in placement. You will receive a confirmation via email at the email address on the customer account. Please include a valid email with the registration form. After April 28, 2012, an invoice will be mailed to the primary address.

Steps to Registering for Resident Camp Online

Step One: Find the Online Registration Site

1

Visit our web site at www.gssjc.org, and find the link to "Program/Training" Registration or visit our Resident Camp site at www.gssjc.org/residentcamp and find the link to "Register Online". Either of these links will get you to the online registration web site.

Step Two: Activate Your Camper's Online Account

2

Every GSSJC customer has an account in our database and should be able to access that account through the online registration site. If your child's account is not activated, contact our Help Desk, (713) 292-0310 or helpdesk@sjgs.org, to receive assistance activating and accessing her account online. Do NOT create a new account for your child. If you create a new account, the child's GSSJC membership record will not be attached to it and you will be charged at the non-member rate for camp.

Step Three: Update Your Child's Membership

3

Make sure your camper is a registered member of the Girl Scouts of San Jacinto Council. Once you have online access to the child's account, you will see their membership status. Purchase or renew your child's membership prior to registering for camp online on our online registration site to ensure that your child receives the member rate.

Step Four: Register for Camp Sessions

4

Log into your child's online account on the online registration site, choose the "Camp Activities" link on the left navigation, and pick the camp of your choice to view the camp offerings at that camp. When you choose a camp session for a week at camp, you must provide a T-shirt size. You will also have the option to add a Camp DVD and to pre-pay your child's Trading Post/Ship Store allowance and add an optional Resident Camp Pack or Care Package to your order. Add your choices to your shopping cart. When you have made your selection and proceed to the online check out screen, choose the "Add" button next to the camp session. This is where you will enter your child's choice of a buddy, any special needs (medical and/or dietary), and provide emergency contact information for that week at camp. If you choose to register for more than one session of camp, you will provide this information for each camp session. Once this information is complete, you may proceed to pay. If you are registering prior to April 30, 2012, you have the option of paying a non-refundable \$50 deposit or paying in full.

Step 5: Print Your Receipt

5

Once you have successfully made payment, print your receipt for your records.

Step 6: Pay Your Order Online

6

You may pay the balance of your order online. Log into your child's account and go to the "My Order" page under "My Account". Find your order, and check the box next to the order. Choose the "Pay Now" option and complete your payment.