

Registration Information

To register for a program, complete all the required information on the registration form and return with fee to:

Girl Scouts of Southern Illinois

Attn: Program Training Registrar
Corporate Service Center
#4 Ginger Creek Parkway
Glen Carbon, IL 62034
618.692.0692 or 800.345.6858
Fax: 618.692.0685

OR

Girl Scouts of Southern Illinois

Attn: Program Training Registrar
Regional Service Center
4102 S. Water Tower Place
Mt. Vernon, IL 62864
618.242.5079 or 800.345.6858
618.242.5191

- Event/Training registrations will only be accepted for troops/individuals who are registered members for the current Girl Scout year (unless it is a "Bring a Friend" event).
- Deadline means **DEADLINE!** Registrations will **NOT** be taken after the deadline. Events will be cancelled if the minimum is not met. Deadlines will be upheld.
- Registrations that are not completed in their entirety will be returned.
- Fees **MUST** accompany the registration form.
- Registration is on a first come, first serve basis. Registrations will be processed until the event capacity or until the registration deadline, whichever comes first.
- Registration forms may be reproduced if you need extra copies. On individual registrations, there should only be one name per form.
- Financial assistance is available for Individuals ONLY. Troops do not qualify for financial assistance.
- Please note the deadline for each event. **Registrations will not be taken after the deadline date.**
- Programs will be cancelled if the minimum is not met. You will be notified as soon as possible if a program is cancelled.
- Refunds will be made up to the deadline date. After the deadline date, money will not be refunded unless GSSI cancels the program.
- Refunds will not be given to no-shows. **Patches, program supplies, giveaways and training material will not be given to leaders for girls that did not attend.**
- If a girl cannot attend a program, another registered Girl Scout in that grade level can take her place (please notify us of this). However, tagalongs are not permitted.
- Troop leaders/Individuals will receive a confirmation letter after the registration deadline date. If your troop/individual cannot be accommodated, you will be notified.
- For individual girl registrations, a health history should be attached.
- **For troop registrations, you MUST list all the girls' and adults' names of who will be attending. Registrations will NOT be processed unless all participants are listed.**
- If there are questions about the program, please contact the person listed for each event. If you have a registration question, please contact the Program Registrar.

