

EBGS Recruiter's Registration Checklist

Here is a checklist for the Post Recruiter that will help complete the sponsorship & registration process.

Checklist	
<input type="checkbox"/>	Take copies of the Application form to the local schools, scout troops, or other youth activities to obtain leads on interested students.
<input type="checkbox"/>	The school or other organization helps identify interested students and provides names and contact information to you.
<input type="checkbox"/>	The Post should interview and select students it wishes to sponsor for Evergreen Boys & Girls State using its local procedures.
<input type="checkbox"/>	Once selected, notify your student <u>immediately!</u> Provide your student with a copy of the " EBGS Delegate Registration Checklist " so they know how to complete the registration process.
<input type="checkbox"/>	The registration form will be completed by the student at the link provided on the <i>Delegate Registration Checklist</i> (this is not on the EBGS website!)
<input type="checkbox"/>	Students should forward the email with their completed registration form to their local Post sponsor for their records
<input type="checkbox"/>	The sponsoring Post should complete the online " Sponsorship Agreement " form at https://tinyurl.com/EBGS-Sponsor to report the amount of fees that will be paid on the student's behalf.
<input type="checkbox"/>	Additional forms required for registration will be emailed to the PARENT email the student provided on their registration form (FYI only)
<input type="checkbox"/>	Payment of Fees Online [Link to be provided in March]
<input type="checkbox"/>	Payment of Fees Via Check: Fill out the " Sponsor Payment Transmittal Form, " make check out to "Evergreen Boys & Girls State" and mail it to the address on the form
<input type="checkbox"/>	(Optional) Purchase Family Day tickets and come to the Family Day breakfast and graduation celebration on June 27 th , beginning at 8:00 am at Warm Beach Conference Center! [link to be provided in June]

IMPORTANT NOTES:

Registration is not complete until required information is submitted and payment received. The *application* form on the Evergreen Boys & Girls State website is **not** the registration form. Please do not send delegates there to fill out that form, as it will delay their registration.