



New Application Process

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# STEP 1: UNIT / POST SETUP

*(Completed by sponsoring  
Units or Posts)*

**Purpose:**  
Set up your Unit/Post in the Camp Wise system so students can apply.

## Key points:

- Completed once per application cycle (per year)
- Deadline: February 15, 2026
- Required to receive Unit Access Codes



# How to Complete Step 1

1. Visit the [Georgia Girls State website](#)
2. Select Unit/Post Information (top navigation bar)
3. Click [Step 1: Unit/Post Information](#) (left side)
4. Complete and submit the online Unit/Post form

## What happens next?

On March 1<sup>st</sup>, the Unit/Post contact receives an email with:

- A unique Unit Access Code
- Instructions to share with applicants
- Login credentials to track application status
- Application system access details



# Pre-Application Process

- After confirming eligibility, the Unit/Post provides the Unit Access Code to the student
- A Pre-Application Form is available for Unit/Post use
  - Includes website information and space to record the access code
  - Access codes may be shared in person, by email, or by text
  - The Pre-Application Form is for Unit/Post records only and is not submitted



# Access Codes & Applicant Support

Each Unit/Post receives unique access codes

- Codes may not be shared between Units or students

After vetting and confirming eligibility:

- Provide the Unit Access Code to the student

Codes can be shared with your student:

- On the Pre-Application Form
- Verbally, by email, or by text



# Important Notes

Pre-Application Form is for Unit/Post records only

- It does not need to be submitted

Units/Posts can log in anytime to check application status

- See instructions under “Unit Information” on the website

## Application Statuses:

- No Information: The student has not yet entered her Unit Access Code.
- Incomplete: The student has started her application but has not completed all sections.
- Incomplete: The student has completed all application sections, but school verification is missing (email sent).
- Registered: All application sections are complete for both the student and the school.



## STEP 2: STUDENT APPLICATIONS

- The application portal opens March 1, 2026
- Students visit the [Georgia Girls State website](#)
- Click [Citizens & Parents/Guardians](#) in the top navigation bar
  - This page includes:
    - Step-by-step instructions
    - A link to the online application



# Student Application Requirements

Students must have a valid Unit Access Code

- Required to move beyond Create Account

Students must:

- Use a non-school email address
- Enter their school's name
- Provide a school official's contact information:
  - Name
  - Email address
  - Phone number



# Application Completion & Notifications

Student and parent/guardian sections are completed in the same portal

- Different from prior years

Once both sections are completed:

- Student receives a confirmation email
- Student is notified when the school verifies eligibility
- Sponsoring Unit/Post receives the same notifications



## STEP 3: SCHOOL VERIFICATION

*(Completed by the  
student's high school)*

- After the student and parent/guardian complete the application, the designated high school will receive an email.
- The email will include a [link](#) for the school to complete the Student Verification Form.



# Step 4 – Completed Registration

## **When does this step occur?**

- After the student application and school verification are both complete

## **What happens next?**

- The student and Unit/Post receive an email confirming registration
- The email confirms acceptance as a Future Citizen of Georgia Girls State
- Virtual Orientation announced for May (Conducted by Sara)



# Student Portal Access & Preparation

The confirmation email includes instructions to log back into the application portal

Inside the portal, students can now access important materials:

- Packing list
- Bill-writing instructions
- Bill templates
- General program information



# Unit/Post Payment Instructions

Sponsoring Units/Posts receive an email confirming registration completion

The email includes instructions for submitting payment

Units/Posts should:

- Submit payment
- Include the [Girls State Payment Form](#) with payment



# Important Dates *Revised*

- 02/02/26:** New website goes live
- 02/15/26:** Deadline for Unit/Post Information Form to receive Unit Access Codes by 3/1/26.
- 03/01/26:** Application portal opens for student registration
- 05/01/26:**
  - Application deadline.
  - Checks for \$350.00 per girl due to the Department Headquarters.



Georgia  
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**QUESTIONS?**