Step-by-Step Instructions for Creating your myBGCA Account

1. Go to: **www.BGCA.net**

2. Select New myBGCA Account

SIGN IN

Email Address

Password

Forgot your password? ?

SIGN IN

Don't have an account?

New myBGCA Account   Board Chair Registration

Find your Account

— Or sign in with —

National Staff

3. Complete all required information

First Name *
First Name

Middle Name

Last Name *

Salutation

Suffix

Birth Date *
☐ I prefer not to answer

Gender *

Ethnicity *

Daytime Telephone *
eg : +12015550123

Time Zone *

Date Entered Movement *   **Select Today's Date**

Time Spent at Club *   **Select Part-Time**

Education Level *

Affiliation *
Military Youth Center Staff

Title *
Your Duty Position

Country *
USA

State *
Select ALABAMA, regardless of where you live

Select Organization *
Civil Air Patrol

Primary Club

Position *
Youth Development Staff

Professional Category
Youth Development

Email Address (This will be used to your myBGCA Login)
E-Mail Address *
CAPLeader@cap.gov
   Send Verification Code

Please enter the valid email ID and click on the "Send Verification Code", You will receive verification code on the provided email ID.

Password *   Confirm Password *

☐ By clicking on the check box you agree with BGCA's Terms of Use and Legal Notice & Privacy Policy

4. Click *Send Verification Code* then check your email

Screenshot 1 — Registration form (top)

Affiliation *
Military Youth Center Staff

Title *
Deputy Chief of Staff - MAR

Country *
USA

State *
Alabama

Select Organization *
Civil Air Patrol

Primary Club

Position *
Youth Development Staff

Professional Category
Youth Development

Email Address (This will be used to your myBGCA Login)

E-Mail Address *
JoeLeader@cap.gov   [Send Verification Code]

Please enter the valid email ID and click on the "Send Verification Code", You will receive verification code on the provided email ID.

Please enter the Verification Code we sent to your mail address: kschmidt@capnhq.gov

Enter the Verification Code
306519   [Verify]   [Resend Code]

Password *
•••••••••

Confirm Password *
•••••••••

☐ By clicking on the check box you agree with BGCA's Terms of Use and Legal Notice & Privacy Policy

5. Enter code from e-mail and press Verify

Screenshot 2 — Registration form (bottom)

Affiliation *
Military Youth Center Staff

Title *
Cadet Aviation Career Exploration Program Assistan

Country *
USA

State *
Alabama

Select Organization *
Civil Air Patrol

Primary Club

Position *
Youth Development Staff

Professional Category
Youth Development

Email Address (This will be used to your myBGCA Login)
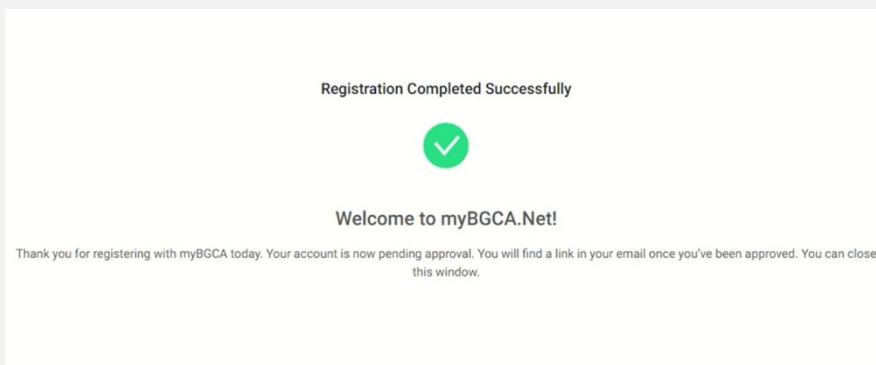
E-Mail Address
kschmidt@capnhq.gov   ✓

Please enter the valid email ID and click on the "Send Verification Code", You will receive verification code on the provided email ID.

Password *
•••••••••

Confirm Password *
•••••••••

☑ By clicking on the check box you agree with BGCA's Terms of Use and Legal Notice & Privacy Policy   [Submit]

6. Click check box for terms of use and then submit.

Screenshot 3 — Confirmation

Registration Completed Successfully

✓

Welcome to myBGCA.Net!

Thank you for registering with myBGCA today. Your account is now pending approval. You will find a link in your email once you've been approved. You can close this window.

An employee from BGCA will approve our account and then you will have access. You will receive an e-mail once you have been approved.