

New GCSHEA Membership Application Instructions

The instructions for completing the application for membership to GCSHEA are as follows:

1. Review the fees for GCSHEA membership published on our [current membership fee schedule](#)
2. Complete the online application form. [Click here for the New Application Form](#). If you are unable to complete the application online, please contact our administrator for applying manually. Contact information is below.
3. Submit payment for the non-refundable \$100 application fee after you have submitted your membership request. You will receive instructions on how to do this at the end of the application form.
4. Please download, fill out, and send the following forms to the GCSHEA Administrator either by email or mail after your application has been submitted and is pending review:
 - a. Complete a Parent Report Card for each student. [Download Elementary Form](#). [Download High School Form](#).
 - b. Complete a Request for Student records for each student. [Click to download](#).
 - c. Submit a copy of the primary instructors high school diploma or G.E.D.
 - d. Submit school records (i.e.: official transcript) and a copy of test results from your former school or accountability group.

You can email the above forms to admin@gcshea.org or mail to
GCHSEA
Christina Vickers, Administrator
PO Box 49362
Greenwood, SC 29649

If you have any questions or concerns, please contact our administrator at admin@gcshea.org or 864-229-9003.