

# HOW TO REGISTER



## GAISCE THE PRESIDENT'S AWARD

If you have made the decision to pursue The President's Award, then check out the handy instructions below on how to register.

**NOTE:** You are required to register with Gaisce before you commence your award-related activities. Activities undertaken before you are registered with Gaisce will not be considered towards your award.

- 1 Visit [www.gaisce.ie](http://www.gaisce.ie).  
Click on 'Get Involved'.  
Scroll down and select your award – Bronze, Silver or Gold.

- 2 **Starting Your Award**  
If you can't find a PAL, get in touch with Gaisce and we will try to find one for you. Your PAL will be a key support for you throughout the Award.  
All Gaisce PALs have been trained and screened by us so that they can give you the support that you need.

1 <b>FIND A PAL!</b> Your best bet will be in an organisation that you're a part of: a youth group, your school, or perhaps a community or sports club.	2 <b>DISCUSS</b> Talk to your PAL before registering and agree the activities you want to do for your Award.	3 <b>REGISTER / PAY</b> Register and pay for your application (€15 for Bronze) on our online system. You will need to complete steps 1 and 2 first to do this.	4 <b>CONNECT</b> Connect with Gaisce on Facebook and Twitter for all Gaisce news, as well as exclusive competitions for Gaisce participants!	5 <b>KEEP A RECORD</b> Download your record sheet. This is how you will keep a record of your activities, and where your activity leaders will sign off for you.	6 <b>KEEP IN TOUCH</b> Keep in touch with your PAL once you have started your activities. They're there to help if you run into any trouble.
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Enjoy taking part in Gaisce!

**NOTE:** From this point, use the buttons provided (e.g. 'back' and 'next') to move through the screens as opposed to the browser buttons.

- 3 Click 'Next' and create your new Gaisce Login.  
Follow the guidance on the website.  
When you arrive at the Award Partner section, this is what you need to enter. No matter where you live in Ireland, you must choose **Dublin 4** as your county, **IGG National** as your award partner, and **Admin IGG** as your PAL. Then click 'Next'.

**Award Partner**

Select County:\*

Award Partner:\*

Select PAL:\*

- 4 Enter your activity details and click 'Next'.  
You'll be asked to check your details and to click 'Next' again.

- 5 Complete the last page i.e. 'application fee' and 'terms and conditions', read the last page and then click 'Finish'.

# Questions and Answers for Gaisce Awards – Gold, Silver, Bronze



- Q. I am fourteen and a half. Can I sign up for the Bronze Gaisce? It says 15 years on their website.**
- A. Yes, you can sign up for the Bronze Award when you register with IGG National Office as soon as you have completed the Now You're a Senior Branch member section of the programme. Follow the steps on page 17 of your SB Travel Journal.
- Q. There are a number of IGG PALs on the list. How do I know which one to use?**
- A. Look for Dublin 4 and then IGG-National. Once you have done this and paid the fee, your name will appear on the IGG list on the Gaisce website. The IGG Co-ordinator will activate your application and will contact you shortly afterwards.
- Q. I did my Bronze Award in Transition Year. I want to do Silver but my school doesn't do this. Can I move to IGG for my PAL and will the award that I completed through school be recognised?**
- A. Yes, your Bronze Award will be acknowledged and you will be able to use the merit system for the Silver Award.
- Q. What is the merit system and how does it work?**
- A. If you do the Bronze level, you do a minimum of 13 weeks for the Community, Personal, and Physical sections and an extra 13 weeks in one of these. In addition you will do the Adventure Journey of at least two days and one night. When you sign up for Silver, you will complete a minimum of 26 weeks in the Community, Personal and Physical sections with no extra weeks. Your Adventure Journey will be a minimum of three days and two nights. If you continue to Gold, you will complete a minimum of 52 weeks in Community, Personal and Physical, an Adventure Journey of four days and three nights and a Residential Project of five days and four nights.
- Q. Do I need to keep the online diary entries?**
- A. No. You must record your challenges each week by getting the Record Sheet signed by your trainer/supervisor. It is good practice to make notes of what you are doing for your own information. For the Gold Award, you must produce a log book of your challenges as well as the Record Sheets.
- Q. Must I submit my Record Sheets to IGG?**
- A. Yes, you must submit your completed and signed Record Sheets to the IGG Gaisce Co-ordinator - Deirdre Henley, Birchleigh, Rosnascaip, Macroom, Co. Cork. We suggest you keep a copy for yourself.
- Q. I started the Bronze Award in school but didn't get it finished within the academic year. Can I still complete this with IGG?**
- A. Yes, you can transfer to IGG to complete the award. Contact the IGG Gaisce Co-ordinator.
- Q. When I log onto my award, I am only credited for 10 weeks on Community. I have done a couple of days some weeks but it doesn't appear to be counted. What is the problem?**
- A. The challenges are 1 hour per week for the required length of time depending on which award you are undertaking. This can be done in full or on different days. However only ONE hour each week counts for the challenge and Gaisce is about continuity over the length of time.
- Q. I have been helping with Meals on Wheels for the past two months. I am signing up for Gaisce. Can I count these weeks as part of my Community Challenge?**
- A. No. You need to sign up for Gaisce and decide on your challenges and then you can count the weeks from your registration date.

