



BOY SCOUTS OF AMERICA®

GREATER NEW YORK COUNCILS

ONLINE REGISTRATION ONE SHEET

Process

- Each unit will have their own individual Url and Qr code that the application will be accessed through
- The designated unit leader will receive an email when an application has been completed by a prospective parent
- If a unit waits 8 days to either accept or deny an application, the District Key 3 and Council are notified
- If a unit denies an application it goes to the Key 3 to direct to a different unit, and then to the council
- Payment can be done by either credit card
- When the application is complete the parent gets an email with more information on the unit and council

Youth Applications

- Will be filled out by the individual parent
- The unit leader approves of all youth
- Parents can pay via credit card
- Boy's Life is automatically included and needs to be unchecked if the parent does not want a subscription

Adult Applications

- Only the COR can approve of adult applications
- The unit can choose to set up the Committee Chair as the person who assigns positions
- There are no changes to the background check procedure
- Youth Protection is not part of the online registration and will be done separately and be submitted to the council

Important Information

- Online registration will be run through my.scouting. All leaders are encouraged to have accounts
- The online system is live as of June 6th, 2017
- Individual Units can choose to turn off adult applications, but youth applications are live for all units
- Unit dues will **not** be included at this time, but registration is automatically prorated
- A transfer tool is in progress, but at this time transfers have to be done as hard copy applications

More information at scouting.org/online-registration

