

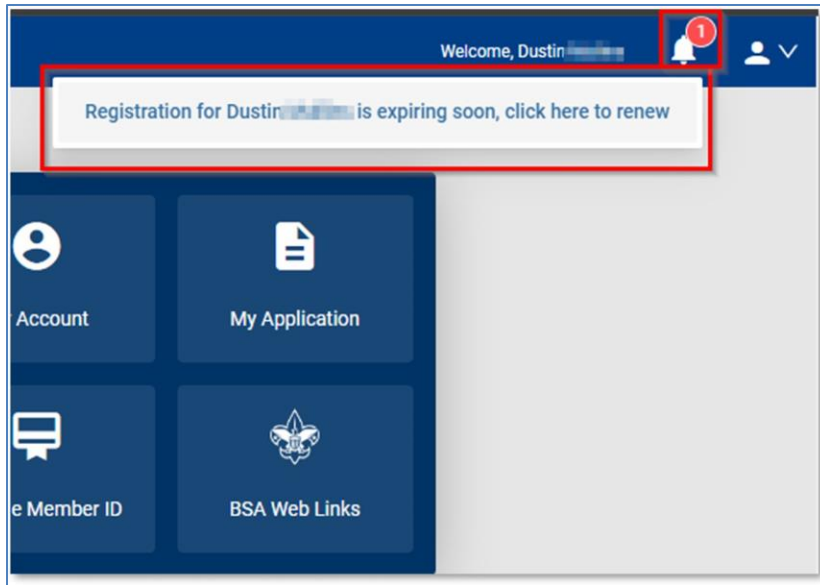
Individual Registration Renewal

In August 2023, all BSA registrations changed to 12 months. Parents and leaders can renew their registration online two months before the membership expires.

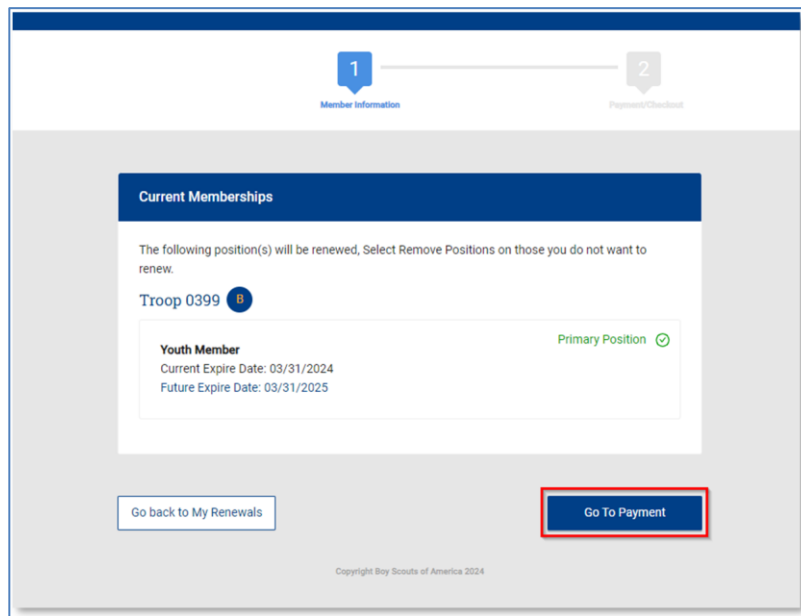
My.Scouting displays a reminder notice in the upper right upon login when your registration is due to renew within two months.

A membership renewal notice is also sent via email with a link that can be used to renew the registration. The notice will be sent 60, 30, 15, 7 and 1 day(s) out, as well as 1 week after expiration until the registration is renewed.

In my.Scouting, click on the Notice icon to open the renewal page.

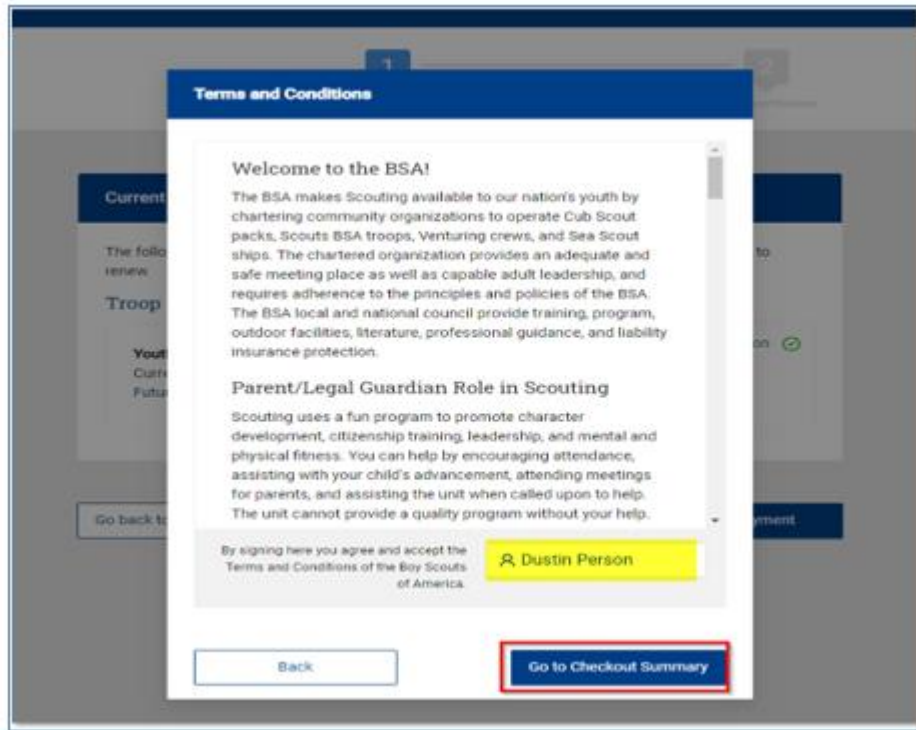


Review to ensure everything looks correct, then click on the “Go To Payment” button.



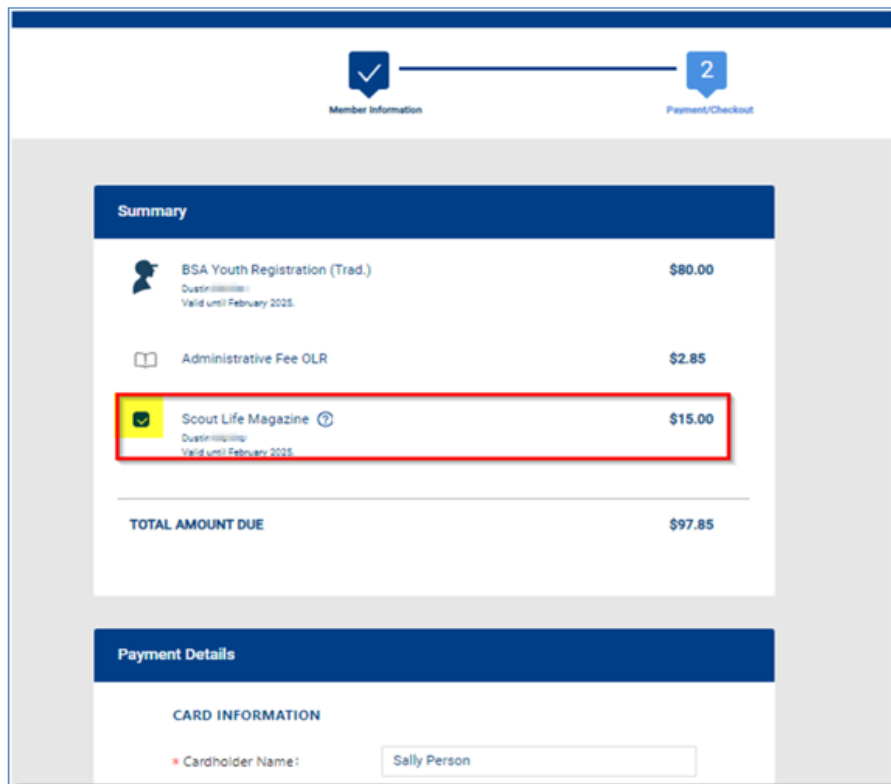
You will be prompted to sign and agree to the BSA Terms and Conditions, just like you did when you joined the BSA. (Please review before signing).

Click on “Go To Checkout Summary.”



The checkout page shows the fees to pay and allows you to adjust the Scout Life Magazine Subscription. NOTE: The default is to subscribe. You will need to “uncheck” the box if you do not wish to subscribe.

Proceed to enter your Credit Card information.



The payment process will default to the billing address record on file. Please check this. If the Credit Card has a different address, you can change it.

Click on “Place Order” and your membership is now renewed.

The screenshot shows a web form for membership renewal. At the top, there are fields for 'Expiration Date' (12/27) and 'CVV' (411). Below these is a paragraph of text explaining the annual registration process. The 'BILLING ADDRESS' section is highlighted with a red box and contains a toggle switch labeled 'Same as saved address' which is turned on. The address fields are: Country (USA), Address Line 1 (1325 W Walnut Hill Ln.), Address Line 2 (empty), City (Washington), State/Region (DISTRICT OF COLUMBIA), and ZIP Code (20001). At the bottom left, a blue button labeled 'Place Order' is also highlighted with a red box.

Once the Credit Card process is completed, your receipt will show. Click on the “Complete Registration” Tab at the bottom and you will be directed back to your applications in My.Scoutng.

The screenshot shows a receipt titled 'Your Receipt' with the BSA logo. It includes the following information:

- Application ID: [Redacted]
- Transaction Date: February 14, 2024
- Unit: Troop 0098 Saint Anthonys Catholic Church

A welcome message follows: 'Welcome to Boy Scouts of America! We're excited you've decided to build a Scouting adventure with the organization listed above. Once your registration has been processed, you will receive an email with contact information, a membership card, and additional details about Scouting. Thank you again. You've made a great choice! Let the fun and adventure of Scouting begin.'

The payment summary table is as follows:

Item	Amount
BSA Youth Registration (Trod.)	\$ 80.00
Council Fee	\$ 2.04
Scout Life Domestic Rates	\$ 15.00
Total Amount	\$97.04
Total Paid	\$97.04
Amount Due	\$0.00

At the bottom, there are two buttons: 'Print Receipt' and 'Complete Registration', with the latter highlighted by a red box.