

Individual Registration Renewal

Adult/Self or Parent/Youth

September 2025

Parents and Adults can renew membership(s) online two months before their membership expires.

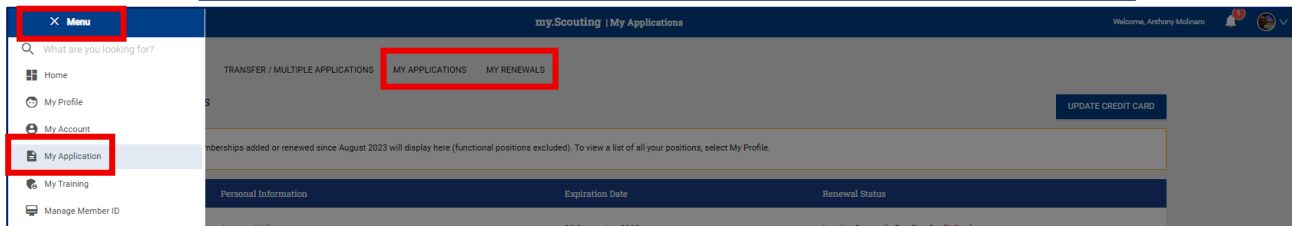
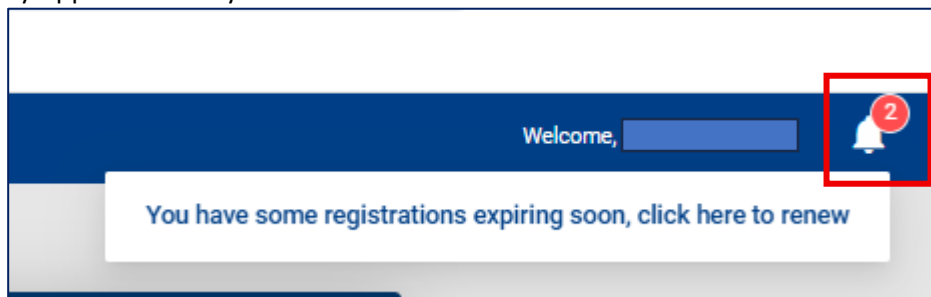
The steps outlined below are the same for an adult processing their own renewal and for a parent processing the renewal on behalf of their youth.

If the youth isn't showing for the parent then the council would need to check the data in the person records as well as confirm the parent is linked to the youth as the primary parent.

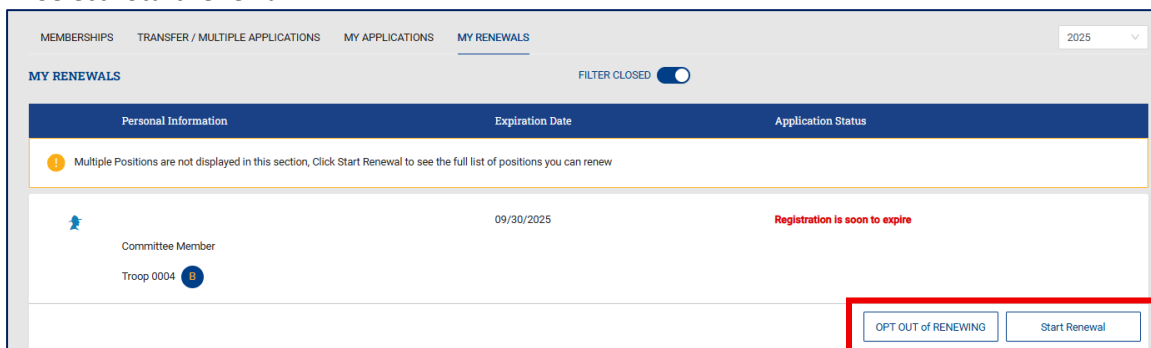
A membership renewal notice is sent via email with a link that can be used to renew the membership. The notice will be sent 60, 30, 15, 7 and 1 day(s) out, as well as 1 week after expiration until the registration is renewed. New for 2025, a text reminder system has also been implemented. The first text will go out at 45 days from expiration.

Access the renewal by either:

1. Clicking the link in the email or text renewal reminder will prompt you to sign in to My.Scouting.
2. Log in to My.Scouting. Either click the red notification icon in the top right by your name or go to Menu>My Applications>My Renewals. Select "Start Renewal."



3. It is in this area that you can select "Opt Out of Renewing" if you are not continuing with this specific position. Be aware, if you select Opt Out in error, you will have to contact your local council to be opted back in.
4. Select "Start renewal"



All positions (paid and *multiple) eligible to renew will be displayed on the renewal screen. You can also choose to display/renew *multiple positions in a different council. Toggle this option on by clicking on it. Those positions will then be displayed at the bottom in the section “Additional Multiple Positions.”

**Multiple is defined as an individual with more than one position associated with the same member number. The paid position is the primary and the non-paid positions are the multiples.*

Confirm the following:

1. Correct position is marked as primary (Paid).
 - a. You can change the designation by clicking “Select as Primary Position” under the appropriate position.
2. Only positions to be renewed for another year are still displayed on the screen.
 - a. You can remove a position by clicking the trash can icon under the appropriate position.

Once everything is listed correctly for the renewal, select “Go To Payment.”

Current Memberships

The following position(s) will be renewed, Select Remove Positions on those you do not want to renew.

Select if you want to also renew intercouncil multiples. ☒ ?

Troop 0004 B

Committee Member

Current Expire Date: 09/30/2025
Future Expire Date: 09/30/2026

Primary Position ✓

Troop 0004 G

Committee Member

Current Expire Date: 08/31/2025
Future Expire Date: 08/31/2026

✓ Select as Primary Position 🗑 Remove Position

Rose Bowl 1-01

Merit Badge Counselor

Current Expire Date: 09/30/2025
Future Expire Date: 09/30/2026

🗑 Remove Position

Additional Multiple Positions

No additional multiple registrations found.

Go back to My Renewals

Go To Payment

You will be prompted to sign and agree to Scouting America's Terms and Conditions. (Please review before signing).
Click on "Go To Checkout Summary."

Terms and Conditions

Note: The annual national registration fee is nonrefundable.

Leader Requirements

Scouting America is open to all who meet the requirements, and leaders are selected based on individual merit. Adult leaders must possess the moral, educational, and emotional qualities that Scouting America deems necessary for positive leadership to youth. They must also:

- Abide by the Scout Oath, Scout Law, and Scouter Code of Conduct. The Scouter Code of Conduct can be found at www.scouting.org/health-and-safety/gss/bsa-scouters-code-of-conduct/.
- Subscribe to the precepts of the Declaration of Religious Principle.
- Reside within the USA or a U.S. territory, be a U.S. citizen residing outside the USA, or be a non-U.S. citizen residing outside the USA unless you will be holding a position in the BSA National Council (e.g., the duly elected local council

By signing here you agree and accept the Terms and Conditions of Scouting America.

 John Doe

Back

Go to Checkout Summary

The checkout page shows a summary of the fees 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.

The screenshot shows a checkout page with a progress bar at the top indicating 'Member Information' (step 1) and 'Payment/Checkout' (step 2). The 'Summary' section lists the following items:

Item	Amount
BSA Youth Registration (Trad.) Dustin [redacted] Valid until February 2025.	\$80.00
Administrative Fee OLR	\$2.85
Scout Life Magazine Dustin [redacted] Valid until February 2025.	\$15.00
TOTAL AMOUNT DUE	\$97.85

The 'Payment Details' section is partially visible, showing 'CARD INFORMATION' and a 'Cardholder Name' field.

At the bottom you can select “click to print for manual pay” if paying at the local council. This will create a fee summary pdf document that should be printed and taken to your council along with your renewal fees.

If paying online, proceed to enter your payment information.

The payment process will default to the billing address record on file. Please confirm this address compared to the payment method you are using. If the payment method uses a different address, you can change it by unchecking “Same as saved address.”

The screenshot shows a 'BILLING ADDRESS' form with a toggle switch for 'Same as saved address' (currently checked). The form fields are as follows:

Field	Value
* Country:	USA
* Address Line 1:	1325 W Walnut Hill Ln.
Address Line 2:	
* City:	Washington
* State/Region:	DISTRICT OF COLUMBIA
* ZIP Code:	20001

A 'Place Order' button is located at the bottom of the form.

The screenshot shows a bottom navigation bar with three buttons: 'Restart Renewal', 'Click to print for manual pay', and 'Place Order'. The 'Click to print for manual pay' button is highlighted with a red box.

You will be presented with a receipt. You can print the receipt if needed, then select “Complete Registration” option at the bottom and you will be directed back to your applications in my.Scouting.
(A receipt can be printed later if needed.)

Your Receipt

Application ID: [blank]
Transaction Date: February 14, 2024
Unit: Troop 0098 Saint Anthony's Catholic Church

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!

Registration Summary 1:
Scout: [blank]
1325 W Walnut Hill Ln.
Washington, DISTRICT OF COLUMBIA, 20001 USA
District: Washington DC 11
Order ID: 13643

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

Registration Summary 2:
Scout: [blank]
1325 W Walnut Hill Ln.
Washington, DISTRICT OF COLUMBIA, 20001 USA
District: Washington DC 11
Order ID: 13643

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

YOUR TROOP [blank]
YOUR COUNCIL National Capital Area Council

[Print Receipt](#) [Complete Registration](#)

Once the renewal has been completed, it will no longer show under “My Renewals” in the My.Scouting account since it is completed.