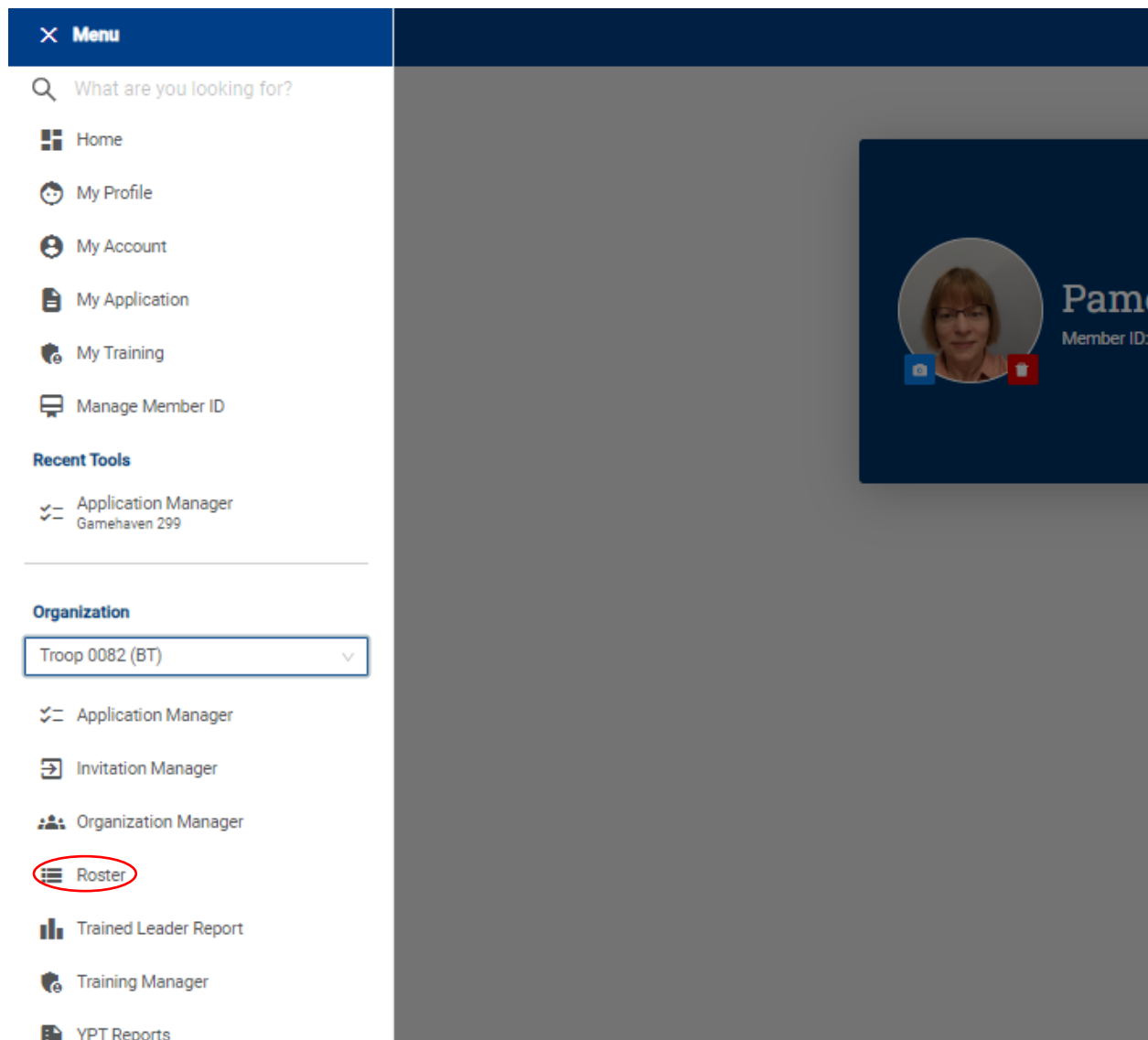


Roster tool in my.scouting.org for exporting roster and other features



Select your Unit name in the box under Organization, and then click on Roster. This reflects the members that are registered in the Council database for your Unit. Compare rosters in Scoutbook or your own spreadsheets against this list. Members listed in these other sources not showing on the my.scouting.org Roster are not registered with the Council. In addition, any adult whose registration has been suspended due to expired SYT will not show on the roster.

The next pages show you other features available in the Roster tool, such as exporting the roster, printing membership cards and Unit payment of membership renewal report, and editing for address, phone, and email changes.

Troop 0082 Zumbro Lutheran Church



Troop 0082

Organization Manager

- Settings
- Unit Pin
- Roster
- Position Manager
- Reports

Troop 0082 Zumbro Lutheran Church [SELECT ORG LEVEL](#)

Roster

Search

[Transfer](#) [Compose](#) [Print](#) [Edit Profile](#) [Export Roster](#) [Filter](#)

	Name	Member ID	Role	Gender
☐	Elizabeth		Youth Member	F
☐	Lynn		Chartered Organization Rep. Trained	M
☐	Skylar		Youth Member	F
☐	Lisa		Assistant Scoutmaster Trained	F
☐	Ella		Youth Member	F
☐	Adeline		Youth Member	F
☐	Thomas		Assistant Scoutmaster Trained	M
☐	Jocelyn		Youth Member	F
☐	Tasha		Unit Scouter Reserve Trained	F
☐	Joslyn		Youth Member	F

Full roster is displayed unless you use Filter options. Click on Filter to define your view options of the roster.

Select Filters ×

Member Type

☐ Youth Members ☐ Adult Members ☐ Key 3 Members

Renewal Status

☐ Current Members ☐ Members Eligible to Renew ☐ Expired Members ☐ Renewed Members ☐ Members Opted Out

Registration Status

☐ New ☐ Multiple ☐ Unpaid ☐ Re-Registered

Cancel OK

It is no longer necessary to click on all members names to use *Export Roster* in gray banner.

Troop 0082 Zumbro Lutheran Church **B**

Troop 0082 Zumbro Lutheran Church **B** SELECT ORG LEVEL

Roster

Search

Transfer Renew Compose Print Edit Profile Export Roster Filter

Name	Member ID	Role	Gender	Renewal Status	Opt Out	Expiration Date
Jacob		Youth Member	M	Current		12/31/2024
Altan		Youth Member	M	Current		12/31/2024
Lynn		Chartered Organization Rep.	M	Current		12/31/2024

Transfer in

You can export it as a CSV and converted to Excel Worksheet, or as a PDF. This is the PDF view:

Council: Gamehaven 299
 District: Hiawatha 02
 Organization Name: Troop 0082 (B), Zumbro Lutheran Church
 Spin Type Code: 0430
 Tenure: 923
 Report Generated By: Pamela Legried
 Date Report Generated: 10/16/2025

This information authorized person

Middle Name	Last Name	Suffix	Gender	Position Name	Grade	Rank	Program	Age	Is SL Subscriber	SYT Status	SYT Completion Date	SYT Expiration Date	Street	City	State	Zip	Email	PVG Email	Phone	Registration Expiry Date	Membership Status
Paul			M	Assistant Scoutmaster			Scouts BSA	56	No	Current	01/13/2024	01/13/2026	4550 4th St NW	Rochester	MN	55901 3115			1-507-285-9345	12/31/2025	Re-Registered
Else			F	Youth Member	Sixth Grade	Scout	Scouts BSA	11	Yes	Never Taken										12/31/2025	Transfer
140824004	Aaron			Youth Member						Never Taken										01/31/2025	New

Note the data in the following columns:

SYT Expiration Date to track when adults need to renew YPT

Registration Expiry Date to track when members need to renew

Membership Status to track the type of membership:

Re-Registered - Individual was on prior roster renewal

Transfer – Individual was transferred in to the current roster

Multiple – Individual added to roster as a mutiple for the listed position; registration paid elsewhere

New – Individual was added as a new member to the current roster

Clicking on *Print* gives the following print file options. Note: Eagle Extension Report only available for Scouts BSA Units.

Roster

Search

	Name	Member ID	Role	Gender	Grade	SL
☐	Seth Alex		Youth Member	M	Sixth Grade	

Compose
 Print
 Edit Profile
 Export

Membership Cards
 Eagle Extension Report
 Unit Payment of Membership Renewal
 Youth Member Age Report
 Unit Renewal Receipt

The *Unit Payment of Membership Report* is what Gamehaven Registrar Pam Legried needs as approval to do a manual renewal of selected members. Payment to either accompany report or be available in the Unit custodial account at Gamehaven Council.

Click on *Renew* in the gray banner if using Unit's E-check or Debit/Credit card options to pay for member renewals. DO NOT click on this if you want to pay at the Council.

Edit Profile option allows you to make changes to address, phone number, or email. Any changes to name, date of birth, or gender can only be made by the Council. To access the Edit Profile option, you must first check the box before the name.

Roster

Search

	Name	Member ID	Role	Gender	Grade	SL	Registration Status	Renewal Order Status	Renewal Status	Opt Out	Expiration Date
☒			Youth Member	F	Sixth Grade		Transfer	N/A	Eligible to Renew		12/31/2025

Transfer
 Renew
 Compose
 Print
 Edit Profile
 Export Roster
 Filter