

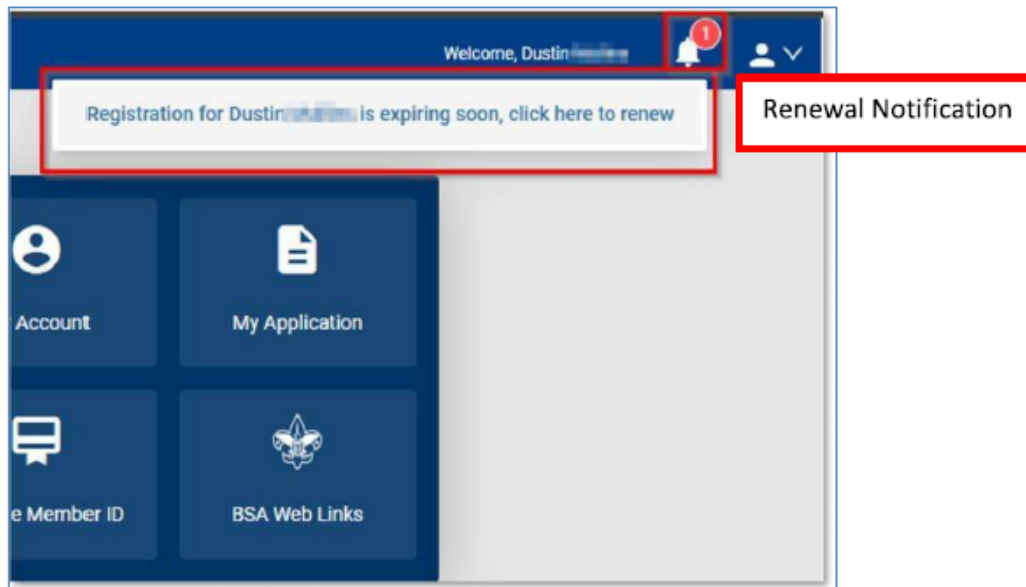
Individual Membership Renewal

Parents and leaders can renew their registration online two months before the membership expires.

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

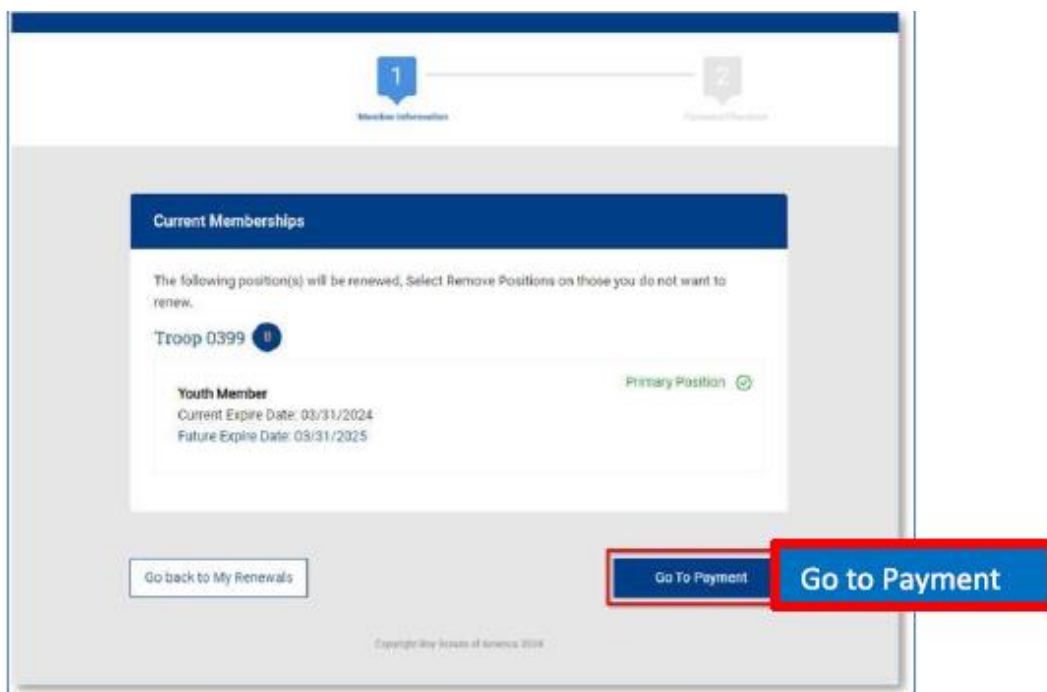
A membership renewal notice is also sent via email with a link that can be used to renew the registration. The notice will be sent 60, 30, 15, 7 and 1 day(s) out, as well as 1 week after expiration until the registration is renewed.

In My.Scouting, click on the red notification icon to open the renewal page.



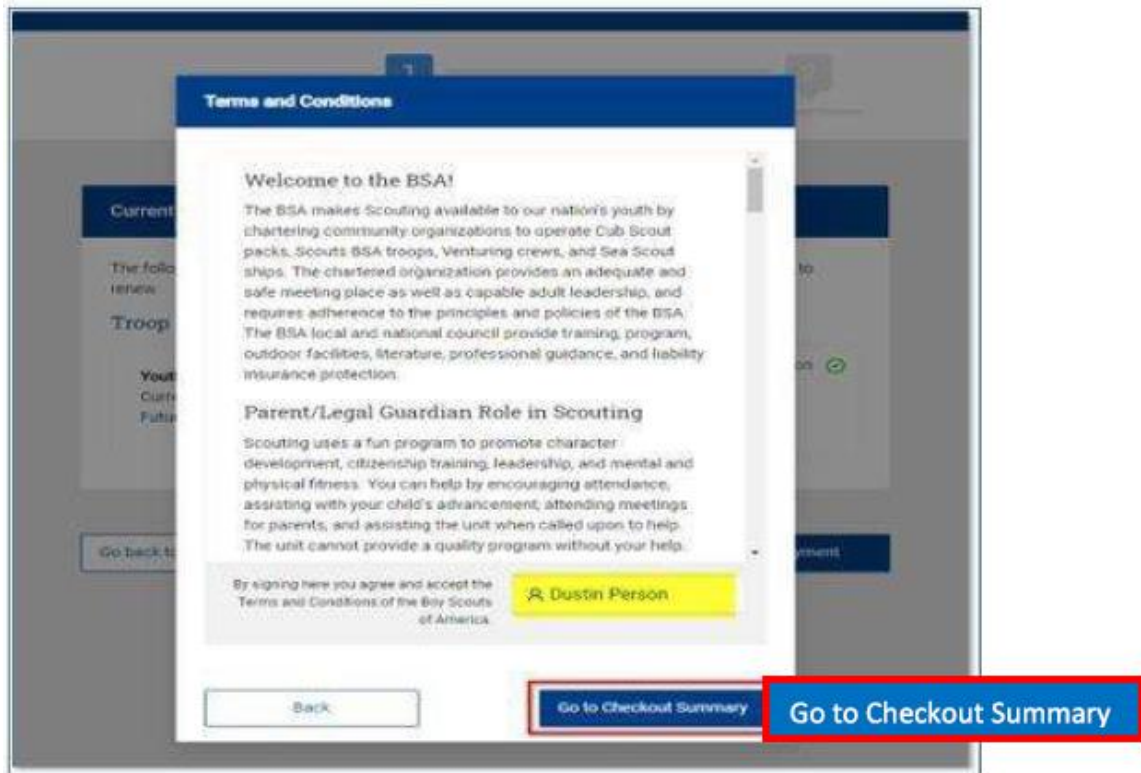
Positions eligible to renew will be listed. If more than one position, make sure the appropriate one is selected as primary. That is the one that will show you as paid. This is also your opportunity to change which is marked as primary if needed.

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



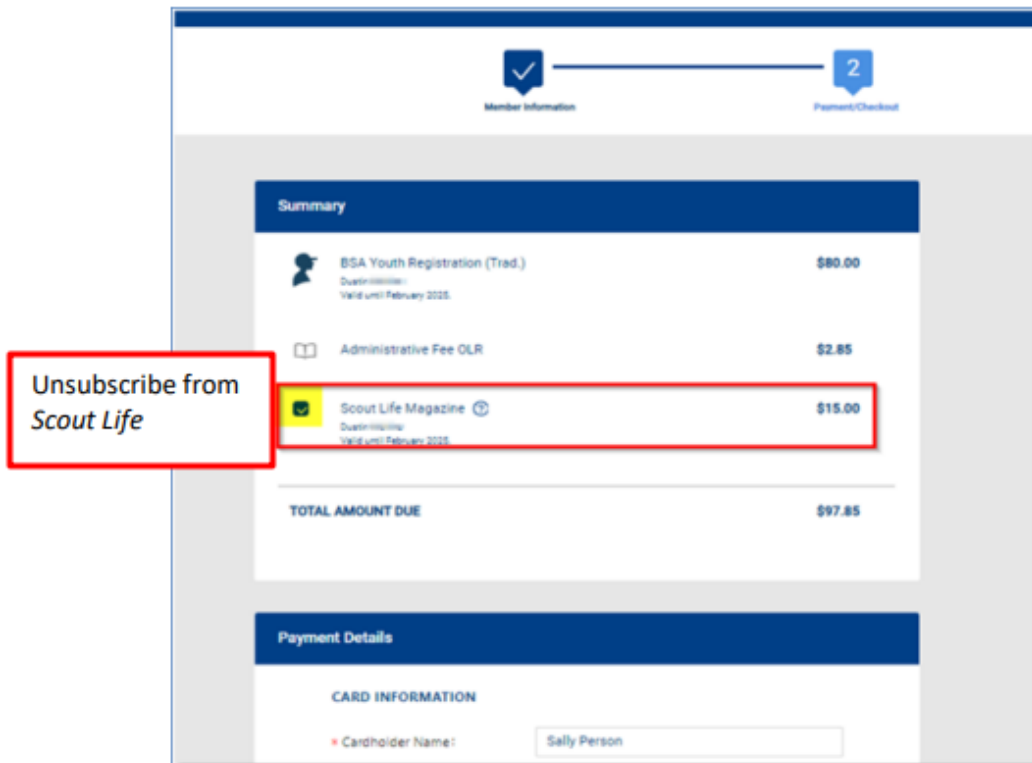
You will be prompted to sign and agree to Scouting America's Terms and Conditions, just like you did when you joined Scouting America. (Please review before signing).

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 confirm this address compared to the card you are using. If the Credit Card has a different address, you can change it.

Click on “Place Order.”

The screenshot shows a billing address form with the following fields: Expiration Date (12/27), CW (411), a consent checkbox, BILLING ADDRESS section with a toggle for 'Same as saved address', Country (USA), Address Line 1 (1323 W Walnut Hill Ln), Address Line 2, City (Washington), State/Region (DISTRICT OF COLUMBIA), and ZIP Code (20001). A red box highlights the 'Place Order' button at the bottom.

Turn off if billing address is different from the saved address.

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

The screenshot shows a receipt page with the following information: Application ID, Transaction Date (February 14, 2024), Unit (Troop 0098 Saint Anthony Catholic Church), and a welcome message. It includes a table of charges and a total amount of \$57.64. A red box highlights the 'Complete Registration' button at the bottom.

| Item | Amount |
|-------------------------------|-----------------|
| BSA Youth Registration (Tid.) | \$ 56.00 |
| Council Fee | \$ 2.64 |
| Scout Life Donorship Rate | \$ 15.00 |
| Total Amount | \$ 73.64 |
| Total Paid | \$ 16.00 |
| Amount Due | \$ 57.64 |