

myscouts: Register Your Child as an LDS Participant

Who? A parent with a myscouts profile** and a coupon code provided by an LDS Stake/Ward

What? Register own child as a participant in an LDS Group with payment by the Stake

Why? Youth require parental consent and fee payment to participate; annual registration is needed. The coupon code allows Church-subsidized payments.

**You may have a myscouts profile if within the past five years you:

- Created one yourself
- Are/have been a Scouts Canada volunteer
- Have a child who is/has been registered as a participant and your personal information was included with the registration.

To confirm or if you have other issues, please contact pat.papineau@scouts.ca

Before you begin, please note:

To complete this registration with payment through the Church, you must enter coupon code:

This code is valid for a limited time so please register early/promptly. Expiry: _____

Use of the code is limited to families approved by the Ward/Stake. Registration invoices will be reviewed prior to payment.

Here's how to register:

Go to www.myscouts.ca

Input your email address and password.

Click "Login".

If needed: use "I Forgot My Password" or reset your account.

The screenshot shows the myscouts.ca website interface. At the top, there's a red banner with the text "Find a Scouts Group Near You!" and a map of the Orleans area. Below the banner is a red bar with the text "Click here to go to our group locator". The main content area is divided into two columns. The left column has a login form with fields for "Your Email Address" and "Your Password", a "Login" button, and links for "I Forgot My Password" and "What Can I Do With MyScouts?". The right column has a text box explaining online registrations and a link to "Click this link online registration questions and answers." Below this is a section titled "Find or Create your Account" with two numbered steps: 1. "If you or your child have ever registered or taken training with Scouts Canada Click here to find your account." and 2. "If this is your first experience with Scouts Canada Click here to create an account."

I Forgot My Password prompts an email to be sent to your address from helpcentre@scouts.ca that includes a one-time login link to get you back into your account.

Once in, be sure to set and save a password.

My Menu

- Member Options
 - Register Member
 - Contact Info
 - Emergency Info
 - Medical Info
 - Directory, Photo & Fundraising Options
 - Parent/Guardian
 - Update Password and Language
 - Printable Membership Card
 - Reprint Receipt

If registering a youth with a profile, confirm whether he/she is listed on your “My Family” tab.

If he/she is not, contact your Group Commissioner or Registrar, or pat.papineau@scouts.ca to link your child’s profile to yours.

(Skip if registering a new youth – one never previously registered.)

Name	Relationship	
Ian Ostrowski	Child	2 P C
Patricia Papineau	Myself	5 C
William (Liam) Ostrowski	Child	2 P C



If the Renew icon appears beside your child’s name, click it to begin registration for the next Scouting year.

The Renew icon is usually available beginning with Spring registration (for the next Scouting year) until mid-fall.

Using the Renew icon allows you to skip past “Register Member” and “Find a Group”.

If no Renew icon appears and/or if you are registering a new-to-Scouting child, click “Register Member” to start your registration.

My Menu

- ▶ Member Options
 - ▶ Register Member
 - ▶ Contact Info
 - ▶ Emergency Info
 - ▶ Medical Info

In the “Find a Scouts Group” search:

- Input your postal code.
- Select your child’s age-group. (Default is “Beavers”.)
- Click “Find Groups” (or “Search Again”)

Postal Code: (eg: 'K2J 2K2')

Age Group:

- Beavers (aged 5-7)
- Cub Scouts (aged 8-10)
- Scouts (aged 11-14)
- Venturer Scouts (aged 15-17)
- Rover Scouts (aged 18-26)

Night(s) you are interested in:

- Sunday
- Monday
- Tuesday
- Wednesday
- Thursday
- Friday
- Saturday

▶ FIND GROUPS

With the Group of your choice, click “Register as a Participant”.

- ▶ CONTACT
- ▶ REGISTER AS A VOLUNTEER
- ▶ REGISTER AS A PARTICIPANT

Select the applicable Scouting year then click “Continue”.

Select Registration Year

Select a Registration Year: *

Current Scouting Year : September 1st, 2016 - August 31st, 2017 ▼

Continue

Register with Scouts

From the list, choose either a child with an existing profile OR “New Member” to add another.

You’ll then be taken through a series of pages with space for your child’s personal information.

For a new member, complete the Contact Information page. For a returning member, edit as may be required.

Register with Scouts

New record created

Select a member to register from the list below:

Member to Register	Relationship
New Member	New
Myself	Myself
William (Liam) Ostrowski	Child
Ian Ostrowski	Child

Add Parent

As the parent registering the child, you’ll already be connected to him/her, but if applicable, another parent should be added here. (Once done, click Continue to move forward.)

Emergency Contact

Provide details for at least one other person who may be contacted in the event of an emergency and the parent(s) cannot be reached.

Add Role

If you selected the correct Section in the “Find a Scouts Group” at the beginning of the registration, the default role will be right. (If not, you may still complete the registration then have your child transferred to the correct age-group.)

Terms and Conditions

Read and accept the “small print” by changing the selectors to “Yes”.

At the bottom of the window, click “Continue”.

Registration Confirmation

Review the registration and fee amount. The amount varies depending on time (early, full-year and part-year) and whether the Group charges an additional fee above the National membership.

Click “Continue”.

Payment

Choose the payment type and enter the coupon code from the first page of these instructions.

Submit