

myscouts: Register Your Child as a Participant

- Who?** A parent with a myscouts profile
- What?** Register own child as a participant
- Why?** Youth require parental consent and fee payment to participate; annual registration is needed.

**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:

Registration must be completed online including giving consent for the youth to participate and making payment.

Standard payment methods include: Interac Debit, Visa, Mastercard, American Express or PayPal.

If one of these is not possible, please contact the Group to discuss options.

If financial assistance is needed, please apply (and wait for confirmation) before registering.

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" to reset your account.

Login to myscouts.ca

Your Email Address: *

Your Password: *

Login

I Forgot My Password

What Can I Do With MyScouts?

myscouts.ca
Technical Updates

Find or Create your Account

- 1 If you or your child have ever registered or taken training with Scouts Canada Click here to find your account.
- 2 If this is your first experience with Scouts Canada Click here to create an account.

Note to parents:

To renew your child go to the "My Family" tab in "My Profile" and select the renew icon. If your child is not showing under the My Family tab, please contact the Help Centre.

For children new to Scouting select the 'Register Member' option from the left menu in "My Profile".

For further information on registrations, Scouting programs and training visit the Online Support Centre For Parents or use the link below to get assistance to register your child.

[Having trouble with your child's registration? CLICK HERE](#)

I Forgot My Password prompts a "Password reset" email to be sent to your address that includes a one-time login link to get you back into your account.

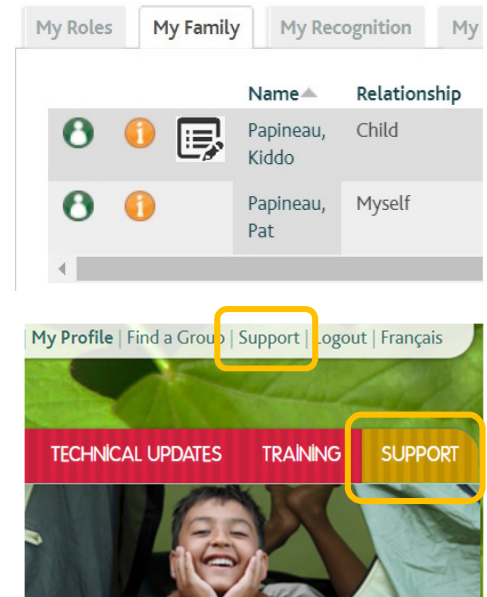
Once in, be sure to set and save a password.

Also, check that **your date of birth** is included in the "**Contact Info**". (This will ensure that the system reads you as an adult able to register youth.)


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 (a current or past member), confirm whether he/she is listed on your “My Family” tab.



If he/she is not, click for “[Support](#)” to have your child’s profile to yours.

 [Having trouble with your child's registration? CLICK HERE](#)

Method One: Renew – May to Early Fall only for continuing members



The Renew icon is available beginning with Spring registration (for the next Scouting year) until mid-fall to begin a registration to the same Scout Group (even if changing age-range “Sections”).

- If you are trying to renew within this time-period and the icon does not appear, please use the “Support” feature outlined above for help.
- If registering outside this period, please use the “Register Member” method later in these instructions.

If the Renew icon appears beside your child’s name and your child will continue with the same Scout Group (even if changing age-groupings), click the icon to begin registration for the next Scouting year.

After clicking to “Renew”, you’ll be shown all Sections in your child’s current Group – including hints as to:

- the Section with which your child is currently registered and
- which would be age-appropriate for the new Scouting year.

Click to “Register” in the Section of your choice to begin a new-year registration.

Registration Year: September 1st, 2018 to August 31st, 2019

Membership Renewal for Kiddo One Papineau

1st Expedition Group

Sections in this Group					
Organization Name	Age Range	Meeting Day	Time	Spaces	
1st Expedition Company	-	Monday	3:15 PM	100	REGISTER
1st Expedition Colony	5 - 7	Tuesday	6:45 PM	992	REGISTER
1st Expedition D Pack	8 - 10	N/A	8:00 AM	99	REGISTER
* 1st Expedition B Pack	8 - 10	Friday	6:45 PM	997	REGISTER
1st Expedition Troop	11 - 14	N/A	8:00 AM	100	REGISTER
1st Expedition Crew	18 - 26	Wednesday	6:45 PM	46	REGISTER
1st exp Test Crew	18 - 26	N/A	8:00 AM	39	REGISTER

* Indicates the section you are currently enrolled within
 ■ Indicates recommended section(s) based on age

If choosing a Section other than one highlighted in green, please contact the Group first to discuss the choice.

Method Two: Register

Click “Register Member” if:

- your child will be changing to a Scout Group in another neighbourhood OR
- you are registering a new-to-Scouting child OR
- you are registering outside the renewal period.

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”.)
- If certain nights of the week do not work for your family schedule, click them off. (Otherwise, use the default to get the broadest selection.)
- Click “Find Groups” (or “Search Again”)

Find a Scouts Group

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”.

Where “Program runs throughout the summer” appears, Groups welcome new youth to begin attending regular meetings in the spring, and (at least) occasional activities/events throughout the summer.

 Program runs throughout the summer.

To register your child on-line for the next Scouting year (starting September 1st, 2018) select the “Register as a Participant” option below.

▶ CONTACT

▶ REGISTER AS A VOLUNTEER

▶ REGISTER AS A PARTICIPANT

Prior to 1 September, two package options will appear for Groups that offer summer programs:

- “Both Years” – membership starts immediately; payment is for the new Scouting year with the remainder of the old one being given at no additional charge (a “gift with purchase”).
- “Next Scouting Year” – membership starts 1 September

Register For Both Years (For New Members Only):

Start Scouting now and keep scouting until the end of next year (August 2019) at no additional charge!

Register

If your child is already a member and returning for the 2018-2019 year, then select “Register for Next Scouting Year”.

Register For Next Scouting Year (For New and Returning Members):

Register Early for the next year that starts September 1, 2018 and ends on August 31, 2019.

Register

For Groups that do not offer summer programs (and for all Groups beginning 1 September) only one option will appear.

Click to “Register”.

Register with Scouts

From the list, choose either:

- a youth with an existing profile OR
- “New Member” to add another child.

You’ll then be taken through a series of pages with space for your child’s personal information. Be sure to scroll down and complete all parts of the form.

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
Kiddo Papineau	Child

Email Address

Unless your youth is 14 years of age or older, this email address should be that of a parent/guardian and will be used for contact information only – in which case...

Do not click to “Check”.

EMAIL *

Enter an email address for the person you are registering. MyScouts.ca will automatically create a user account for registrants 14 years of age and over and use this email as their username if it has not yet been used by another user.

To check if the email is being used by another user click the “CHECK” button. Note a MyScouts.ca account is needed for this registrant to take e-learning training.

CHECK

It is only necessary to “Check” for adult profiles and those of youth who are at least 14 years old and may be interested in volunteering (so need to be able to log into their own profiles to complete training and accept the Code of Conduct).

Add Parent

The parent registering the child will already be connected to the child’s profile, but if applicable, another parent should be added here.

A parent who already has a profile (either because he/she is volunteering or has another child already in the program) may be searched and selected.

(Once done, click Continue to move forward.)

Emergency Contact

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

Terms and Conditions

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

- Participant Agreement
- Purchase and **Refund Policy**
- Medical Release
- Privacy Policy

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

Parent / Guardian Consent

Only a parent/legal guardian may register a child.

This portion acknowledges acceptance of the Terms and Conditions and affirms that the information provided is accurate to the best knowledge of the parent/guardian.

Signature of Parent/Guardian

Name of registrant: Kiddo Papineau
Name of person processing registration: Pat Papineau

The legal parent/guardian is required to make a declaration that information on the registrant is accurate and that they agree to all terms and conditions above. This is done by the legal parent/guardian typing their name below and by declaring they are a legal parent/guardian in the drop down.

*

* I am a legal guardian of the registrant named above

[▶ CONTINUE TO REGISTRATION CONFIRMATION](#)

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

Payment may be made by Interac Debit card, Visa, Mastercard, American Express or PayPal.

Choose the payment type and enter the details as requested to complete registration. (Some Visa Debit and Mastercard Debit have to be entered a Visa/Mastercard rather than Interac Debit.)

Submit

Receipt

You may opt to print or save your receipt, then click “Continue”.

Thank you for registering

You and your Group should receive email notification of your successful registration.