🌟 Youth Transfer/Multiple Options

🛑 **Out-of-council youth transfers must be completed before a parent can transfer.**

👨‍💻 Option 1: Parent Initiates the Transfer

(For both In-Council and Out-of-Council Transfers)

1. Go to joinexploring.org.
2. Enter your **ZIP code** and select the appropriate **program (Club 6th to 8th grade or Post (age 14 to 17)**.
3. Find the unit you want to transfer into and click **Apply Now**.
4. Select **Youth** and verify the **age group**.
5. Select **Yes** to indicate the youth is a current or former Scout.
6. Enter the **Youth Member ID**, **Name**, and **Date of Birth**, then click **Search**.
7. If the system finds an active registration, select **Transfer** (*removes from current unit and adds to the new unit*) **or Multiple (***remains in current unit and adds to new unit***)**
8. Parent logs in using their **my.scouting.org** login credentials.
9. A **Key 3** member of the new unit must **accept the online application**.

⚠️ If an error occurs, contact your **local council**.
🌎 For **out-of-council transfers**, contact the **council you are transferring from**.

💳 **Note:** For out-of-council transfers, the parents will receive an **invoice for Council Fees**. The card will not be issued until the invoice is paid.

🔄 Option 2: Unit Transferring *From* Initiates the Transfer

(Not available for Out-of-Council Transfers)

1. A **Key 3** member logs into **my.scouting.org**.
2. From the **Menu**, select the **Unit**, then go to **Roster**.
3. Select the youth member(s) to transfer (only one unit at a time).
4. Click **Transfer** (above the roster).
5. Choose the **Unit Type** and enter the **4-digit Unit Number** (e.g., 0010).
6. Click **Search**, then select the correct unit from the results.
7. A **Key 3** member of the new unit must **accept the online application**.

🧭 Option 3: Unit Transferring *Into* Initiates the Transfer

(Not available for Out-of-Council Transfers)

📋 Required Information:

- Youth **Member ID**
- Youth **First Name**
- Youth **Last Name**
- Youth **Date of Birth**

👮 Steps:

1. A **Key 3** member logs into **my.scouting.org**.
2. From the **Menu**, select the **Unit**, then go to **Roster**.
3. Click **Transfer In** (left side of the roster).
4. Enter the required information and click **Search**.
5. If a match is found, confirm the youth's identity and click **Transfer**.
   If incorrect, click **Cancel**.

❗ Important Reminders

- 🚫 A youth **must have a current registration** to be considered a transfer.
- 📧 For any issues, contact: **membership@scoutingboston.org**