Registration FAQs

Who can submit an online application?

Online applications may be submitted for new Scouts and adults, returning members, and transferring Scouts and adults, including out-of-council transfers within the United States.

Who can review and approve online applications?

Youth applications are approved by the unit Key 3. Adult applications are approved by the Chartered Organization Representative (COR).

What steps must an adult applicant complete?

1. Complete Safeguarding Youth Training (SYT): www.scouting.org/training/youth-protection
2. Complete the Spirit of Adventure CORI form and upload identification: https://hipaa.jotform.com/232543180609050
3. Forward the CORI confirmation email to the unit Committee Chair
4. Complete the online application

How do I approve a pending online application?

Log in to my.scouting.org, select Menu → Unit → Application Manager, select the application, review, and click Accept.

How long does it take for a new member to appear in Scoutbook?

Youth Applications: Once approved and processed, youth members are automatically added to Scoutbook within 24–48 hours.

Adult Applications: Adult applicants must complete two separate background checks, both of which are required for registration:

1. National Background Check
- Required for all adult members by Scouting America
- Automatically initiated after the application is approved
- Typically takes 5–10 days to complete

2. CORI (Criminal Offender Record Information) Check
- Required by the Commonwealth of Massachusetts
- Completed separately via the Council's CORI submission process

Only if a CORI result prevents registration will appropriate unit leaders be notified.

These two background checks are separate and not connected in any way.

To avoid errors, units should not manually add new members to Scoutbook.

How can I download an official unit roster?

Log in to my.scouting.org, select Menu → Unit → Roster → Download. Members not listed are not registered; recently approved members may take 24–48 hours to appear.

What should I do if I receive an error message while registering?

Email membership@scoutingboston.org with the error message, the name of the person being registered, and the unit number.

What should I do if I receive an error message during renewal?

Email membership@scoutingboston.org with the error message, the name of the person completing the renewal, and the name of the member being renewed.

How do I change positions online?

Completed by the Chartered Organization Representative via my.scouting.org: Menu → Unit → Organization Manager → Position Manager, then select individual and assign role. Changes take up to 24 hours.

What are the ways to register online?

1. BeAScout.org (Apply Now button on unit pin, managed in Organization Manager).
2. Unit-specific URL or QR Code found in Invitation Manager.

What if I forgot my my.scouting.org username or password?

Use the Forgot Username/Password option or contact membership@scoutingboston.org .

I have a member ID but no my.scouting.org account

Go to my.scouting.org and select Create Account.

Important Tips:

- Use your **legal name (not a nickname)**
- Incorrect name entry may create a duplicate record
- If unsure, contact membership before creating an account