

## Registration Reminders

1. The application system is being developed in stages. Applications went live on May 18th and the next release of the system will include the council administration screens. Councils will use these administration screens to access and process their applications. This new release is set for mid August. When the administration screens are ready, each council contact and Scout executive will receive tip sheets and instructions on how to use the system to complete council processes. All applications will remain in a "Pending Review" status until councils have access to the system.
2. In the past there has been a recognized position of council contingent coordinator for all councils that took three or more units to the jamboree. This was an extra adult added to the 40-person troop count. That position is not part of the 2013 Jamboree process. For 2013, all duties that were previously handled by the council contingent coordinator will be distributed (as deemed appropriate by the council) within the existing leadership (Scoutmaster, first assistant Scoutmaster, second assistant Scoutmaster, third assistant Scoutmaster, crew Advisor) of the contingent unit.
3. The configuration of a Scout troop is:
  - Scout troop-group of 40.
    - 36 youth and 4 adults.
      - Adults will fulfill the roles of Scoutmaster, 1st ASM, 2nd ASM, and 3<sup>rd</sup> ASM.
4. The configuration of a Venture patrol is:
  - Venture patrols-groups of 10.(.25 venturing patrol=10 spots., 50=20 spots, 75=30 spots, etc.)
    - This can be 8 male and female youth with one male and one female leader;
    - or
    - 9 youth of the same gender with one leader of that same gender.
  - All Venture patrol leaders will be considered patrol Advisors at the jamboree. (There will not be contingent *Associate* Advisors.)
  - Once on site at the jamboree, the patrols will be grouped in to crews of 40 for camping.
5. New to the 2013 National Scout Jamboree is the invitation for co-ed Venturers to join other attendees as participants. Because there is a requirement for applicants to be (1) currently registered with the BSA to access the jamboree applications and (2) at least 13 years of age and a graduate of the 8<sup>th</sup> grade or 14 years of age to join Venturing, there is a small group of potential attendees that is currently blocked from submitting an application. The males can register with a troop and submit the Scout application until the time they meet the requirements to switch to a Venturing application. **The work-around for females is to notify their local councils that they are interested in attending the jamboree with their councils. Councils should then put the names of these applicants on a waiting list at the council to potentially hold a spot.** Once the interested party has reached the required age of 14 and is successfully registered with a Venturing crew, then she can go online and submit an application.
6. **There is not a processing fee to submit a 2013 Jamboree application as there was in 2010.** Staff applicants submit their \$150 deposit on line. Youth participant and adult leader applicants will take their deposits directly to their local council without submitting any payment on line.
7. After submitting the application on line, **all youth participant and adult leader applicants will need to print the "Request to Attend" form** located on the Dashboard of their application, obtain the appropriate signatures and take that along with their deposit to their local council.
8. All applicants under 18 years of age will need parental consent before the application will be considered complete. To provide parental consent, **the parent will need to create their own**

**Summit account.** Once the account is created, they will be given the option to **link the applicants account with the parent's account.**

The linking option can also be accessed by selecting "mySCOUTbase" at the top of the website, then Select "My Account".

Select "Add my Scout"

Select "Yes, I would like to link my Account with my Scout."

Enter the information for the applicant that is being linked.

Upon completion of linking the two accounts, **while logged in to the parent account, access the applicants' application** by selecting "Apply Now" from the 2013 Jamboree main menu drop down list. At this point one of two possible processes will be followed:

1. *If the resulting page is the "Be Prepared" policy* then review the policy and **select "I agree..." to continue or "Cancel" to exit the application.** If agreed, the following page will show an error message if the parent is not a BSA member (and that is expected). Under that error message or if no error message appears then towards the top center of the page, will be a "Dashboard" button. **Select the Dashboard** and continue with step two below.

OR

2. If the resulting page is the Dashboard of the application, at the top of the page, directly under the "2013 Jamboree Registration Dashboard" banner, the statement "Viewing Application For:" can be found. Utilizing the drop down list to the right of the statement, **select the account for the applicant requiring parental consent. Open the application and proceed through each page of the application making any corrections as needed. Once the pages have been reviewed and any necessary changes have been made, select "submit."** Submitting the application through the parent's Summit account constitutes **"parental consent."**

Successful submission of the application will result in a confirmation page. Included on the confirmation page is a link to the "Request to Attend Form". Print a copy of the form, complete the form and obtain all necessary signatures. Return the form along with the deposit to your local council. Deposits are determined by and vary council to council. Check with your local council for their specific financial information.

9. Information is continuously being updated on our website, Summit.Scouting.org. **Please check the website often and direct your volunteers to the site to stay updated on new developments.** In addition to other valuable information, you will find the FAQ document, which will answer many common questions. There is a page specifically directed to councils where you will find a range of downloadable materials to assist you in recruiting and planning for the jamboree.