



## INTERNET RECHARTER 2022

**Internet Recharter 2.0** was released on **October 18** for all units to submit their membership renewals online. Watch the “how to” videos:

<https://vimeo.com/617961049>

<https://player.vimeo.com/video/612658669?h=bdd8f54f83>

The **NEW** Internet Recharter system provides a more simplistic approach to the rechartering process and can be completed from start to finish without a single piece of paper changing hands.

The biggest change in the rechartering process is that only Key 3 Leaders will have access—this includes the Chartered Organization Representative, Unit Leader Cubmaster/Scoutmaster/Skipper/Crew Advisor/Exploring Advisor and Committee Chair. In the past, units received an access code that they could share with anyone in their unit that was completing the recharter. This year you **will NOT** receive an access code; instead, access will be determined by unit role. Only Key 3 leaders or Key 3 Delegates will have the option to enter the Internet Rechartering portal. Learn how to assign a Key 3 Delegate below.

### Steps to get ready for Internet Recharter:

1. **Confirm your membership roster.** *My.Scouting.org is the actual registration database*, while Scoutbook is a separate and not always accurate copy. After logging in to my.Scouting.org, select your unit, go into the Organization Manager and click on the Roster function. This will show your adult and youth members that are registered with the BSA. You can filter the list by adults or youth or export your roster into a printable PDF or a CSV file (spreadsheet). Make sure everyone you think should be on your roster is registered! If anyone is missing, notify the registrar.
2. **Confirm your Key 3 members and Key 3 Delegates.** Make sure the adults registered as the Unit Leader (Cubmaster, Scoutmaster, Crew Advisor or Skipper), Committee Chairperson and Chartered Organization Representative are correct and currently active in your unit. Having accurate information about the Key 3 is important as they are the ones who will have access to the new Internet Rechartering system.
3. **Begin the Recharter Process.** Login to my.scouting.org. Under the dashboard, navigate to BSA Web Links/Internet Advancement 2.0. You will be redirected to the Internet Advancement 2.0 URL. <https://advancements.scouting.org/> From the bottom of the menu on the left column, click on Recharter and verify the Unit Information and Charter Organization.
4. **Refresh Roster.** Click on the refresh roster so that the most recent online and electronically submitted additional enrollments are included.
5. **Continue with the steps for renewal as found in the user guide.**
6. **Remember to collect additional fees** for the current month through end of year for all youth and adults participating in Scouting activities and meetings to ensure immediate coverage for Liability and Accident and Sickness Insurance. Otherwise, Charter Organization and Units can be held liable. See pro-rated fee schedule.
7. **Submit recharter and pay online, mail in a check or call in a credit card payment. 619-298-6121x236.**

**Internet Recharter Resources:**

- [Internet Recharter User Guide](#)
- [FAQs Internet Recharter](#)
- [BSA Position Manager Job Aid-Assigning a functional role-\*Key 3 Delegate\*](#)
- [Fillable adult leader application with authorization to conduct a criminal background check authorization](#)
- [Authorization to conduct a criminal background check authorization](#)
- [Fillable youth application](#)
- [Annual Charter Agreement](#)
- [Pro-rated membership fee schedule](#)
- [Council Accident and Sickness Insurance](#)