# Greater St. Louis Area Council 2025 Scouts BSA Summer Camp Registration Timeline & Tutorial

## 2025 Timeline

June - December 31, 2024	Deposit Phase (\$100 non-refundable deposit per unit) - Units reserve a week and make list site preferences - Units provide estimated numbers (Be conservative!)
January 6, 2025	Registration Opens - Scouts current with fee schedule can begin signing up for classes
ТВА	Early Bird Deadline (Pay in full to receive \$20 off)
May 31, 2025	Regular Price Deadline (Pay in full to avoid late fee)

## **Registration Tutorial**

#### **Deposit Phase**

During this phase, units choose which camp they will attend, which week, and list a campsite preference. Every unit attending must make their own deposit (including Linked Troops). Once on the registration page for the camp a unit wishes to attend, they will click on "\$100 Pre-Register Deposit" for the session they wish to attend. After January 1st, 2024, this phase has ended and these steps do not apply.



When this pop-up appears, you can either log-in or choose "Continue as Guest"



# Use the dropdown arrows to select your estimated number of attendees. <u>Please be conservative with these</u> estimates! You can always add more spots to your reservation right up until camp begins.

After selecting your estimated attendance, click on the "\$100 Pre-Register Deposit" button.

2024 Summer Camp- Camp June 16, 2024 1:00 PM: Session 1 Camp Lewallen	Lewallen	
If you are registering Linked Scouts BSA boy and girl troop	us, each troop must have a <u>seperate registration</u> and the \$100	deposit must be paid for <u>Each</u> troop.
Scouts BSA Youth	Scouts BSA Adult	Part-Time Scouts BSA Adult
0 v 149 Remaining	0 V 149 Remaining	0 v 149 Remaining
		Overall Remaining 149
		\$100 Pre-Register Deposit Wed 04-10-2024 11:59 PM (Scouts BSA Youth early discount ends)

Enter all required information on the next screen. This screen includes where you make your campsite preference selection. \*\*Note - the Council reserves the right to change anyone's campsite selection. Click "Done" when finished.

 $(\mathbf{x})$ 

Change Information	for Registration Contact	
First Name	9 Last Name	
First Name	Last Name	
Primary Contact Email	Unit Information     Select Unit	
Email		
See current attendance counts for each campsi	ite by clicking on Campsite Details below!	
Campsite <u>Campsite Details</u> This council researching the right to change enume's comparis researching	Campsite Preference Comment	
You need campsite space for 8 and have 8 unassigned	Campsite preference comment	
Campsite Preference #1    O Participants		
• Address	Address Line 2	
Address	Address Line 2	
9 City	State	
City	MO - Missouri 🗸	
9 Zip	Phone	
Zip	Click to add phone number: Home Day Mobile	
Please provide us with your Scoutmaster's name, email address,	and phone number	
Unit Leader Name	9 Unit Leader Phone	
Unit Leader Name	999.999.9999	
Unit Leader Email	How many people from your unit will be attending the Monday night OA BBQ?	

Once all required information is entered, click on the "Book Registration" button.

Session 1 - 📺 🕈 2024 Summer Camp- Camp Lewallen			
Current	Adjusted		
Count	Count		
0			
0			
	Book Registration.		
	Current Count 0 0 0		

Follow the steps on the next screen to make your payment and finish booking your reservation.

#### **Registration Phase**

Beginning on January 6, 2025, units can begin to add names to their estimated spots, making individual payments, turning on and using the Parent Portal, selecting badges for Scouts who are paid current with the payment schedule, and more. Remind parents that all reservations MUST be made under the unit's registration, not done individually.

You can access your unit registration by browsing to the registration page for the camp you are attending. You will then click on "Lookup" and "Lookup Registration". Enter the email address associated with the reservation and your registration number (found in your confirmation email from the deposit phase).

	GREATER SAINT LOUIS AREA COUNCIL BOY SCOUTS OF AMERICA			
Calenda	Event Details		Lookup <del>-</del>	( My Account -
2023	Summer Camp-Famous Eagle			f   Share y   Tweet
Event D	tails	When & Where		

You can also begin a new registration from this page if you did not reserve during the Deposit Phase by clicking on the "Register" button next to the session you wish to sign up for.

Session 5	Register
Camp Famous Eagle	
Sunday 07-09-2023 1:00 PM CT to	
Saturday 07-15-2023 5:00 PM CT	
	More Information

If beginning a new registration, you will need to select how many Scouts and adults will be attending on the next screen. Once selected, click "Register"

2023 Summer Camp-Fail July 09, 2023 1:00 PM: Session 5 Camp Famous Eagle	mous Eagle			View Pricing
Scouts BSA Youth	Provisional Camper		Scouts BSA Adult	
0 🗸 83 Remaining		0 🗸 10 Remaining		0 🗸 83 Remaining
Cost: \$400.00	Cost: \$400.00		Cost: \$120.00	
Part-Time Scouts BSA Adult				
0 V 83 Remaining				
Cost: \$0.00				

Enter all required information on the next screen. This screen includes where you make your campsite preference selection. \*\*Note - the Council reserves the right to change anyone's campsite selection. Click "Done" when finished.

Change Information	for Registration Contact
9 First Name	9 Last Name
First Name	Last Name
Primary Contact Email	Unit Information     Select Unit
Email	
See current attendance counts for each campsi Campsite Campsite Details This council reserves the right to change anyone's campsite reservation. You need campsite space for 8 and have 8 unassigned	te by clicking on Campsite Details below! Campsite Preference Comment Campsite preference comment
Campsite Preference #1	Address Liss 2
Address	Address Line 2
City	State
City	MO - Missouri
Zip Zip	Phone     Click to add phone number: Home Day Mobile
Please provide us with your Scoutmaster's name, email address,	and phone number
Unit Leader Name	9 Unit Leader Phone
Unit Leader Name	999.999.9999
Unit Leader Email	How many people from your unit will be attending the Monday night OA BBQ?

Enter all required information for each youth and adult spot by clicking on "Update Information".



Once all information is complete, choose the "Check Out" Tab.

2 Participants	📜 Check Out 🛛 😫 R	ports	
Registration Co	ntact		^
Registration Cor Checkout Required	ntact	Preview Inform	nation
Update Informa	tion	Additional Actions	<b>v</b>

Follow the steps on the Check Out Screen to complete your payment. You can choose \$0 to pay now so that you can allow parents to use the Parent Portal to make payments.

If you need assistance with any of these steps, please email <u>help@stlbsa.org</u>.