

Summary Stage now has two steps. Step 1 of 2 is Update Fees. Step 2 of 2 is Membership Inventory, if applicable.



Internet Rechartering



[Frequently Asked Questions](#)

Stages: 1. Load Roster 2. Update Roster 3. Check Roster **4. Summary** 5. Submit Roster

[Review / Print Roster](#)

Step 1 of 2: Update Fees: Multiple Registrations and *Boys' Life*.

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Renew: 7 Adult, 13 Youth
New: 0 Adult, 0 Youth
Fees = \$294.00

If all members are selected for renewal, Step 2 will not be required.

Below is your current unit roster. Click **Update** to update fee status for the individuals in your unit and to subscribe individuals to *Boys' Life*. From the Update screen, you can make an individual a multiple member of your unit and pay no registration fee.

Charter fee = \$20

Update Fees	Name	Birth Date	Boys' Life Fee	Member Fee	Total Fee	Adult / Youth
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Step 2 of 2 has Membership Inventory with instruction text and question on whether or not non renewing members were contacted.



The screenshot shows the 'Internet Rechartering' web application. At the top left is a logo featuring an eagle silhouette against a sunburst. The main title 'Internet Rechartering' is in a large blue font, with the Boy Scouts of America logo to its right. Below the title is a navigation bar with five stages: '1. Load Roster', '2. Update Roster', '3. Check Roster', '4. Summary', and '5. Submit Roster'. The '4. Summary' stage is highlighted in blue. To the right of the navigation bar is a link for 'Frequently Asked Questions'. Below the navigation bar, there are two buttons: 'Review / Print Roster' and 'Step 2 of 2: Membership Inventory'. In the top right corner, there are links for 'Home', 'Logout', and 'Help'. On the left side, there is a summary of the roster: 'Renew: 7 Adult, 13 Youth', 'New: 0 Adult, 0 Youth', and 'Fees = \$294.00'. The main content area contains instructions for contacting non-renewed members. It asks the user to select a response from a drop-down menu for each non-renewed member. Below this is a list of six reasons for non-renewal.

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[Review / Print Roster](#) **Step 2 of 2: Membership Inventory** [Home](#) | [Logout](#) | [Help](#) |

Renew: 7 Adult, 13 Youth
New: 0 Adult, 0 Youth
Fees = \$294.00

Select the required unit contact response from the drop down box below to indicate that each non-renewed member in the grid below was contacted. Your choices on Contacted are Yes, No, or Don't Know. Make this selection before updating the reasons in the grid.

Has each non-renewed member been contacted (includes contacts made with Parent)?

To begin, click Edit by each name and then from the drop down select the most appropriate of the six reasons listed for the youth member not renewing as a youth member. When your selection is made, click Update. You may Cancel the selection, click Edit, and make another selection. You may change a selection previously made by clicking Edit, selecting another reason, and Update. If you wish to have record of the responses given, make notes before your unit renewal is submitted as this information may not be viewed after submittal.

In the data grid below are the youth members who have not been renewed. Use the data grid's scroll bar to view all members. **Click Edit and select one reason why each youth member did not renew.**

The reasons are:

1. Changed programs (e.g. moved from Cub Scouts to Boy Scouts or Boy Scouts to Venturing)
2. Too old for program (e.g. over 18 for Boy Scouts or over 21 for Venturing)
3. Changed units within the same city/town
4. Moved to another city/town
5. Stopped coming to meetings/lost interest/busy with other activities
6. Some other reason not listed above

Question on non renewing member contact has three possible answers: Yes, No, or Don't Know. **Answer must be selected to continue.**

If the Question is not answered, it will not be possible to Update (save) a selected reason for a member not being renewed.



The image shows a screenshot of the "Internet Rechartering" web application. At the top left is a logo featuring an eagle in flight against a sun. The main title "Internet Rechartering" is displayed in a large blue font, accompanied by the Boy Scouts of America logo. Below the title is a navigation bar with five stages: "1. Load Roster", "2. Update Roster", "3. Check Roster", "4. Summary", and "5. Submit Roster". The "4. Summary" stage is currently selected and highlighted in blue. To the right of the navigation bar is a link for "Frequently Asked Questions". Below the navigation bar, there are two buttons: "Review / Print Roster" and "Step 2 of 2: Membership Inventory". In the top right corner, there are links for "Home", "Logout", and "Help". The main content area displays the following information: "Renew: 7 Adult, 13 Youth", "New: 0 Adult, 0 Youth", and "Fees = \$294.00". Below this, a bold instruction reads: "Select the required unit contact response from the drop down box below to indicate that each non-renewed member in the grid below was contacted. Your choices on Contacted are Yes, No, or Don't Know. Make this selection before updating the reasons in the grid." This is followed by a question: "Has each non-renewed member been contacted (includes contacts made with Parent)?" and a dropdown menu currently set to "Yes". A paragraph of instructions follows, explaining that users should click "Edit" for each name and select the most appropriate reason from a list of six. The list of reasons is: 1. Changed programs (e.g. moved from Cub Scouts to Boy Scouts or Boy Scouts to Venturing), 2. Too old for program (e.g. over 18 for Boy Scouts or over 21 for Venturing), 3. Changed units within the same city/town, 4. Moved to another city/town, 5. Stopped coming to meetings/lost interest/busy with other activities, and 6. Some other reason not listed above.

Each youth member not selected for renewal is listed. Click Edit to display the list of reasons for selection for each non renewed youth member.

The reasons are:

1. Changed programs (e.g. moved from Cub Scouts to Boy Scouts or Boy Scouts to Venturing)
2. Too old for program (e.g. over 18 for Boy Scouts or over 21 for Venturing)
3. Changed units within the same city/town
4. Moved to another city/town
5. Stopped coming to meetings/lost interest/busy with other activities
6. Some other reason not listed above

	Person ID	Name	Street Address	No.	Reason	Select one reason for each youth member
Edit	118853969	Test1 Youth	PO Box 152079			
Edit	118853971	Test2 Youth	PO Box 152079			
Edit	118853973	Test3 Youth	PO Box 152079			

The reason for non-renewal cannot be blank for Person ID: 118853969

The reason for non-renewal cannot be blank for Person ID: 118853971

The reason for non-renewal cannot be blank for Person ID: 118853973

[Next](#)

If you wish to make more changes to your roster before having it checked, you can:

| [Update Charter](#) | [Select Members for Renewal](#) | [Promote Members](#) | [Add Member](#) | [Update Member](#) | [Update Member Position](#) |

When a reason for why each member was not renewed is selected, click Update. The reason may be changed before Submittal by clicking Edit.

	Person ID	Name	Street Address	No.	Reason	Select one reason for each youth member
Update Cancel	118853969	Test1 Youth	PO Box 152079			4.Moved to another city/town
Edit	118853971	Test2 Youth	PO Box 152079			
Edit	118853973	Test3 Youth	PO Box 152079			

The reason for non-renewal cannot be blank for Person ID: 118853971
The reason for non-renewal cannot be blank for Person ID: 118853973

As one reason for each youth member not selected for renewal is chosen, the listing moves to the next youth.

	Person ID	Name	Street Address	No.	Reason	Select one reason for each youth member
Edit	118853969	Test1 Youth	PO Box 152079	4	4.Moved to another city/town	
Edit	118853971	Test2 Youth	PO Box 152079	4	4.Moved to another city/town	
Update Cancel	118853973	Test3 Youth	PO Box 152079			1.Changed programs(e.g. moved from Cub Scou

When all youth members not selected for renewal have reasons, the Next button displays to go to Submit Stage.


The reasons are:

- 1. Changed programs (e.g. moved from Cub Scouts to Boy Scouts or Boy Scouts to Venturing)**
- 2. Too old for program (e.g. over 18 for Boy Scouts or over 21 for Venturing)**
- 3. Changed units within the same city/town**
- 4. Moved to another city/town**
- 5. Stopped coming to meetings/lost interest/busy with other activities**
- 6. Some other reason not listed above**


	Person ID	Name	Street Address	No.	Reason	Select one reason for each youth member
Edit	118853969	Test1 Youth	PO Box 152079	4	4.Moved to another city/town	
Edit	118853971	Test2 Youth	PO Box 152079	4	4.Moved to another city/town	
Edit	118853973	Test3 Youth	PO Box 152079	4	4.Moved to another city/town	

Next

If unit is ready for submittal, the processor may submit. The processor may click [Home](#) if further changes are needed before submittal.



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Renew: 7 Adult, 13 Youth
New: 0 Adult, 0 Youth
Fees = \$294.00

Check if you wish to request and authorize the council to charge your unit deposit account for your charter renewal fees, providing that your unit has sufficient funds on deposit.

From this page, you submit the final version of your electronic roster to the council. You also print your final paperwork to send along with your fee payment to the council.

Warning: Once you submit to council, you cannot change the roster through Internet Rechartering. The only way to make changes will be to note these changes directly on the printed Charter Renewal Application that you submit to the council as part of the Unit Charter Renewal Report Package.

To review your roster before submitting, click this [Review /Print Roster](#) link.

To submit your roster to the council, click here --> [Submit to Council](#)