



LDS/BSA Relationships Registration and Training Information

Page by Page Instructions

- Page 1 - Welcome
- Page 2 - Introduction to Youth Applications
- Page 3 - Per the 2014 Membership Validation Procedures, LDS Units may complete registrations using a single form, signed by a member of the Bishopric and the Unit Leader. Cub Master, Scout Master, etc.
- Page 4 - Top left are the specific instructions per the BSA Membership Validation, bottom left is from the LDS Scouting Handbook. The right is a copy of the form that can be completed and signed by the appropriate leaders.
- Page 5 - Going to lds.org, the ward clerk is able to print a list that includes Date of Birth and Address for all youth to be registered. This can be printed and attached to the list on the prior page. This is sufficient for registration. This needs to be completed by appropriate age group and signed by the appropriate leaders.
- Page 6 - Introduction to Adult Applications
- Page 7 - Adult applications still need to be completed on paper. They are scanned at the Council Office and submitted to National for the Background Checks. They can be scanned at home and emailed to the District Executive to be submitted to National. Be careful of Social Security Numbers as the Email isn't secure until scanned into the National Data Base. This can be left blank, National will send a message to have you call and provide the missing information. This may be a little more secure. Otherwise, hand deliver the paper application to Council to be scanned at that point.
- Page 8 - Adult Training Status Verification Introduction
- Page 9 - Go to the web site as noted. Sign in with Scouting ID and Password. Click on Home, then Training Manager and then go to the Sub District for your Stake.
- Page 10 - Reports may be pulled by Unit to confirm trained status, including Youth Protection Training. If you click on the paper report (top right corner), you'll pull up the specific names and status as shown on the next page.
- Page 11 - This shows Unit Name, Name of those registered and their position. And shows additional training that is needed. Or shows who has complete training.
- Page 12 - The same with YPT. Including showing the date that it will expire.
- Page 13 - New Scouting Site Introduction
- Page 14 - This will be the future with Scouting – advancement, etc.
- Page 15 - Any questions?

Updated 12/28/15

Prepared. For Life.™

