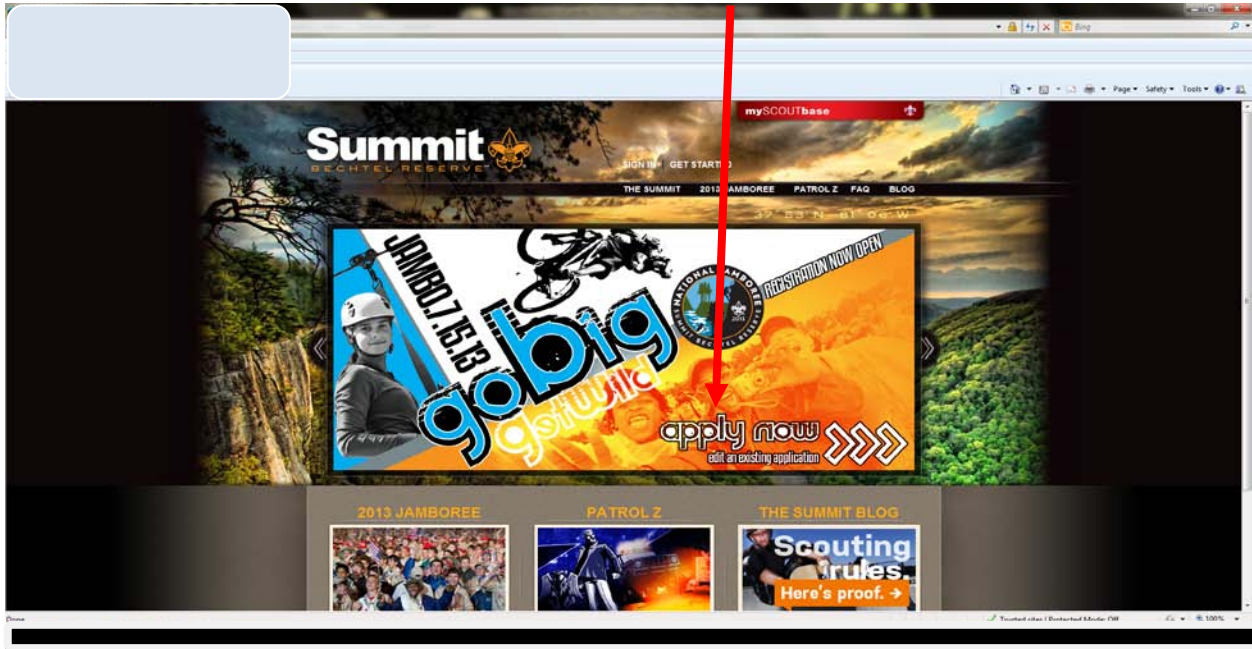


Adult Leader Application Instructions

All applications are submitted online from the official jamboree website at summit.scouting.org. If a Summit account needs to be created, select “Get Started” or select “My SCOUTbase” and “My Account” in the upper right corner.

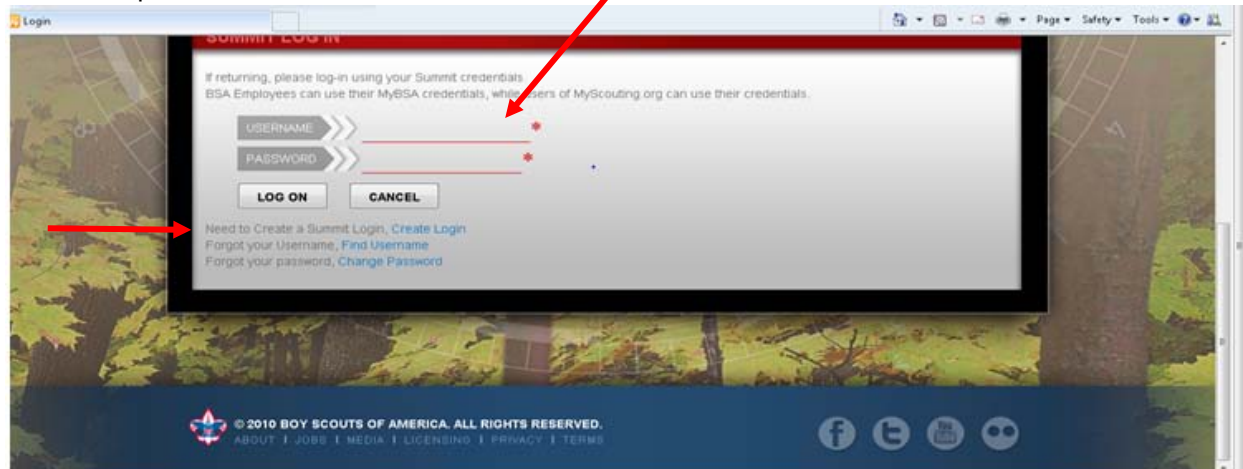


If a Summit account already exists for the applicant, select “Apply Now.” (The graphics of the banner will change occasionally, but the navigational features will remain consistent.)

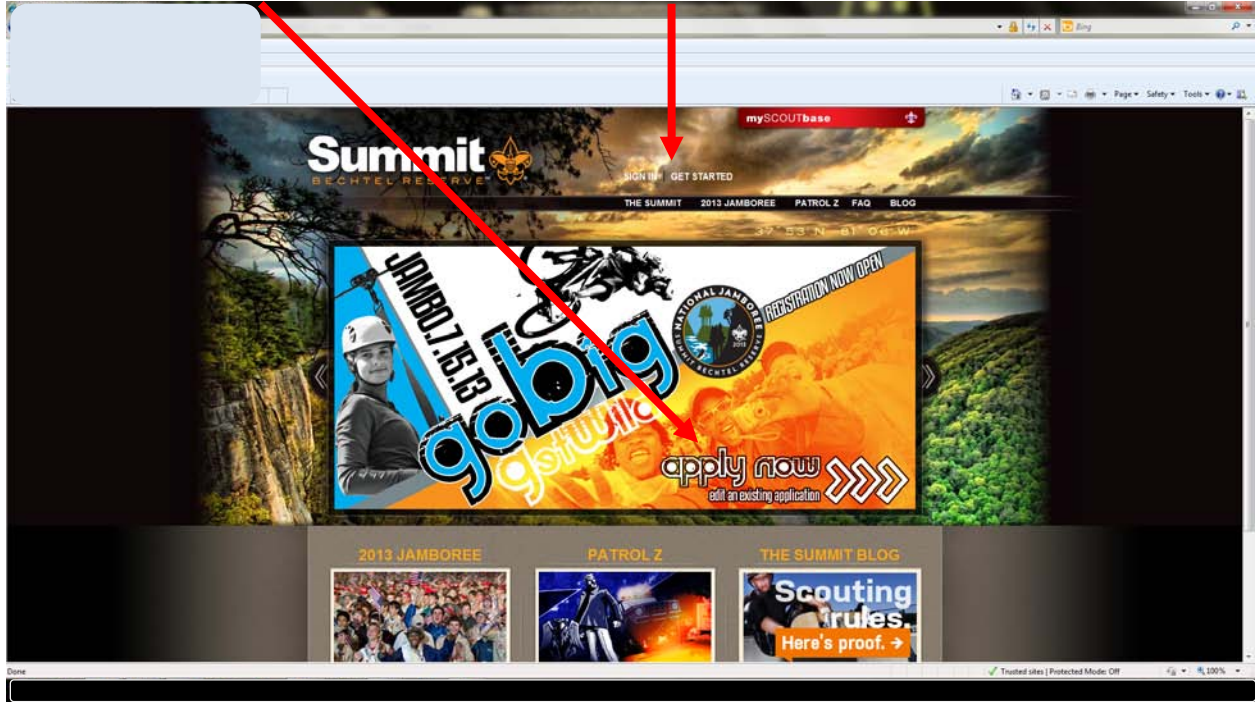


If creating a new account, select “Need to Create a Summit Login. Create Login.”

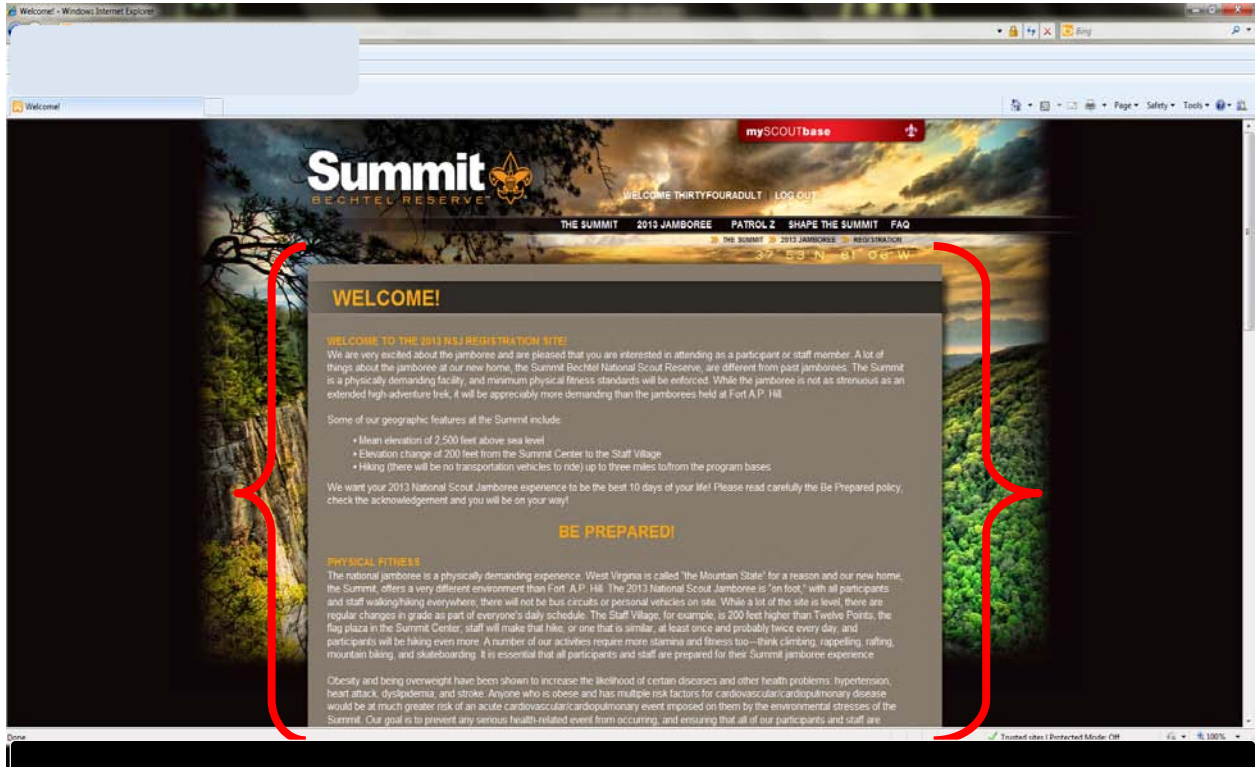
If accessing an existing account, enter your user name and password and select “Log On.” MyScouting credentials may be used to log in to a Summit account. However, none of the information from a MyScouting account transfers to the Summit account. It is still necessary to enter all data including the membership information in the Summit account.



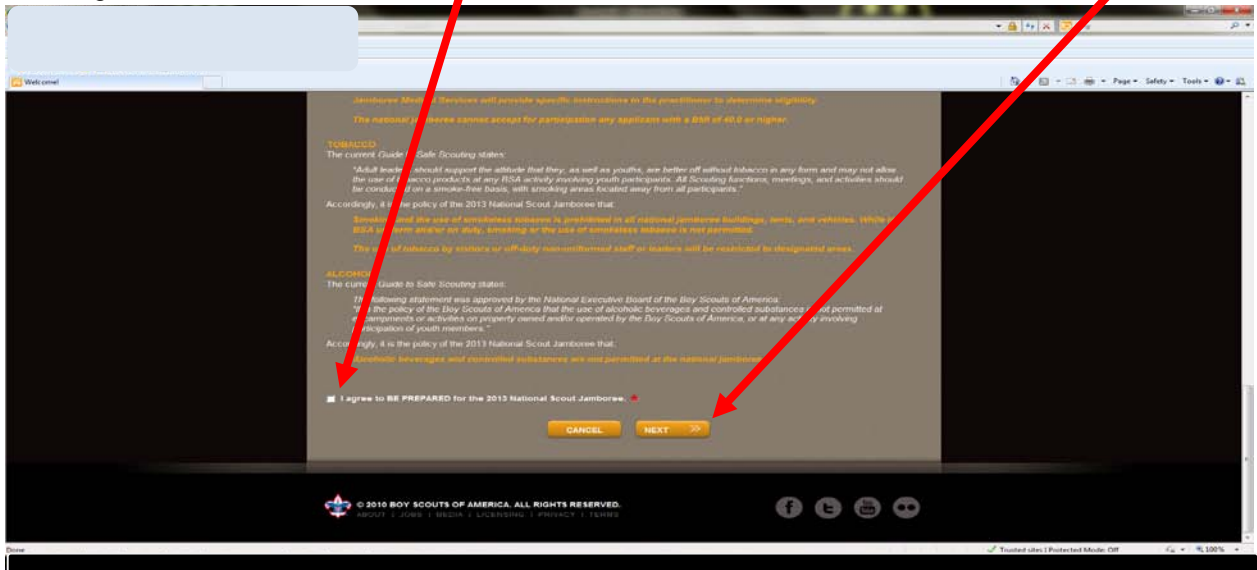
Once logged in, you will see the name of the account holder reflected at the top of the page. Select "Apply Now" to access the jamboree applications. (The graphics of the banner will change occasionally, but the navigational features will remain consistent.)



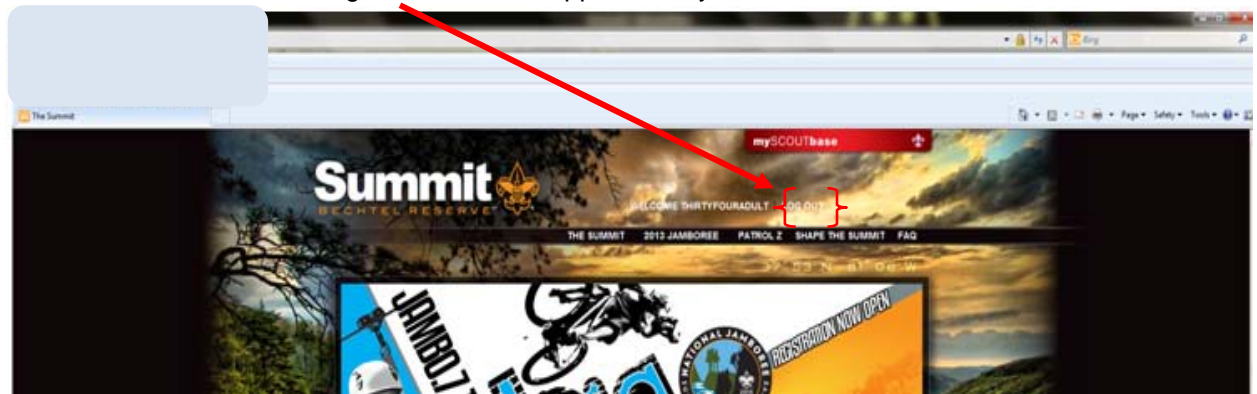
Review the "Be Prepared" policy.



If in agreement, select "I agree to BE PREPARED for the 2013 National Scout Jamboree" and "Next." If not in agreement, select "Cancel."



If canceled above, select "Log Out" to exit the application system.



Viewing the "Tico Video" is a required part of the application process. Check the box verifying that the video has been watched and the message is understood, and then select "Next."



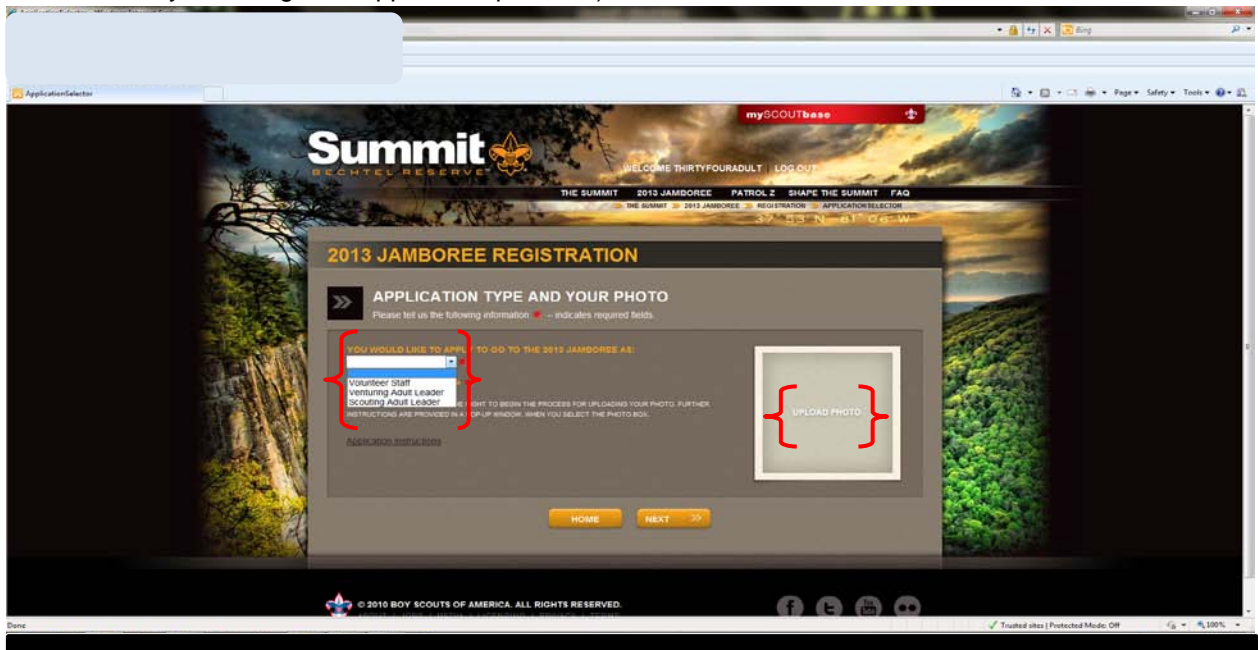
After watching the video, the “Application Type and Your Photo” page appears. The types of application the applicant is eligible to apply for will be available via the drop-down list. Should the application type the applicant is expecting not be present:

1. Review your Summit account and confirm that your membership has been successfully linked to your account. The application candidate must have linked their BSA membership information with their Summit account after creating the account. This will be a prompt immediately after creating an account, which can later be accessed by the following routing: selecting “mySCOUTbase” at the top of the site, selecting “My Account,” and then “Link My Membership.” When linking the membership information, the information entered must match the information on the local council’s membership records *exactly*. Any difference in the data will cause the membership to not appear valid, and an error message will result.
2. Review the registration requirements posted on the 2013 jamboree main page under the corresponding tab for the category of application you are trying to access. Confirm you do meet the posted registration requirements for that specific category.
3. Review the information in your Summit account and contact your local council to confirm the information in both places matches exactly. (Most common differences are found in the date of birth and the home zip code.) After confirming all the information is correct and the application type is still not present, send an email to 2013jamboree@scouting.org with the explanation of what application type is expected, the BSA member ID number, council name or number, and the login to the Summit account.

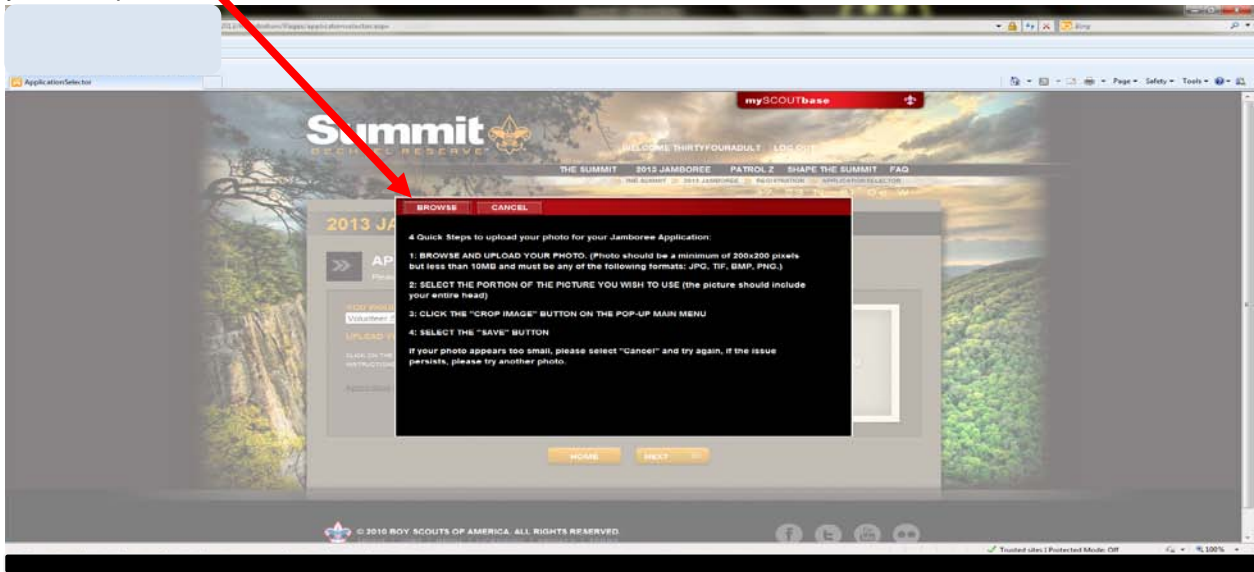
If the application type is present, select the application type from the drop-down list.

The next step is to upload a current photo of the applicant. Click on “Upload Photo” for instructions on completing the upload.

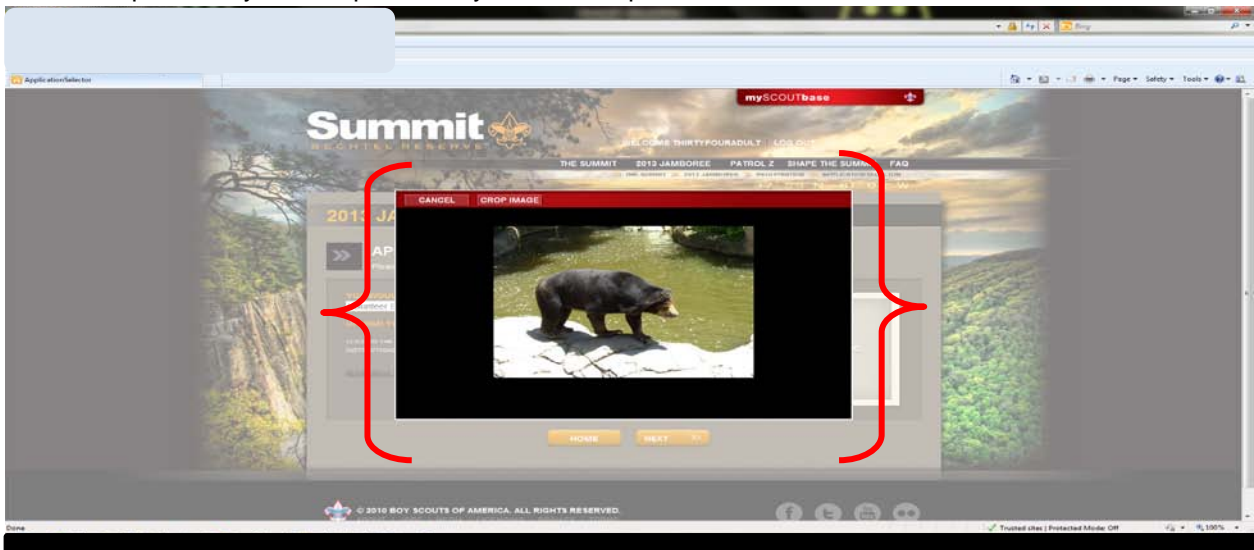
(Notice the “Application Instructions” that are under the application type drop-down list. These instructions will also walk you through the application process.)



Select "Browse" in the upper left corner of the instruction box. Navigate to where your photo is saved on your computer.



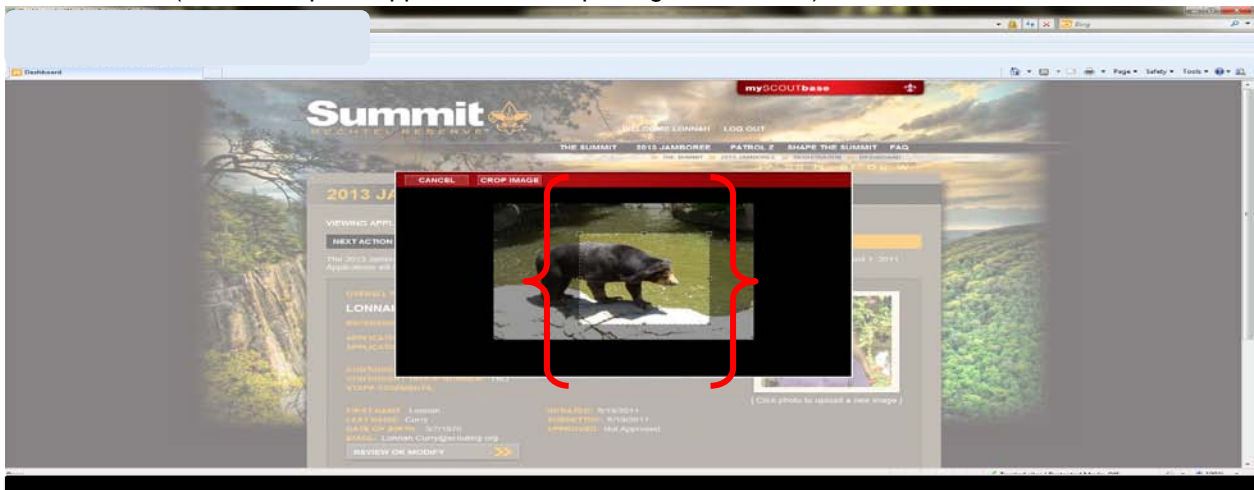
Select the photo on your computer that you wish to upload.



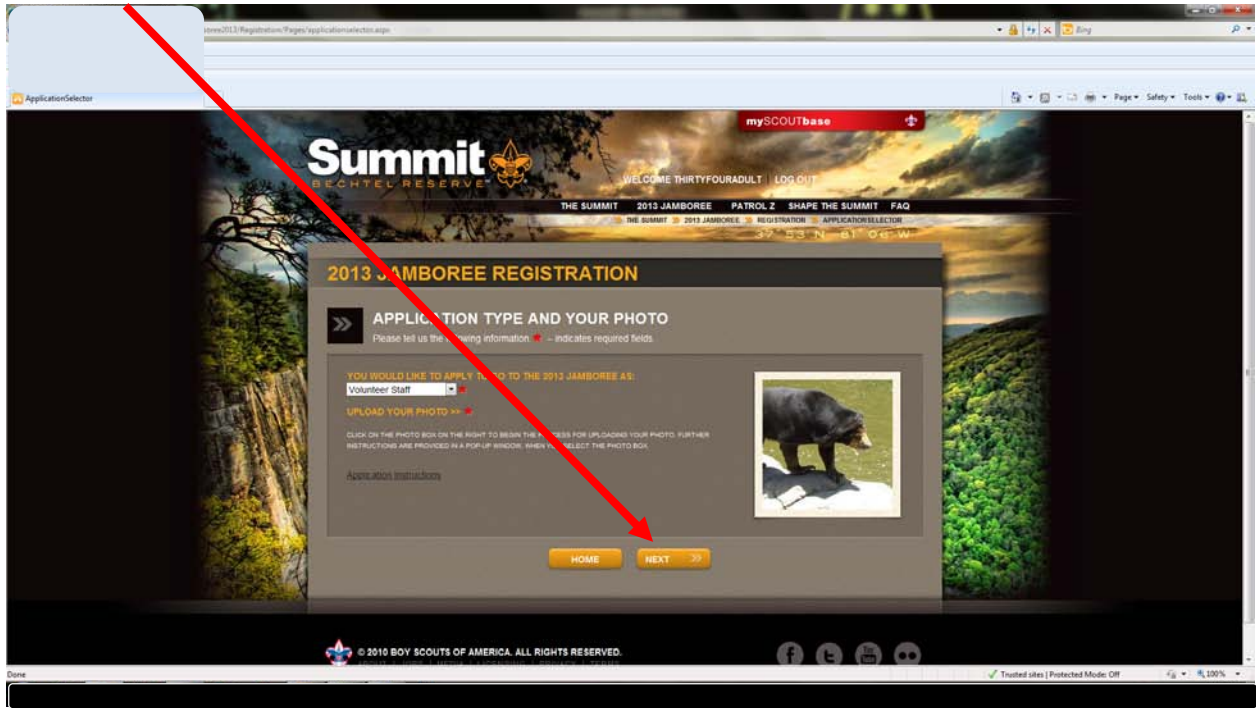
Highlight the portion of the photo you wish to be displayed.

Select "Crop Image."

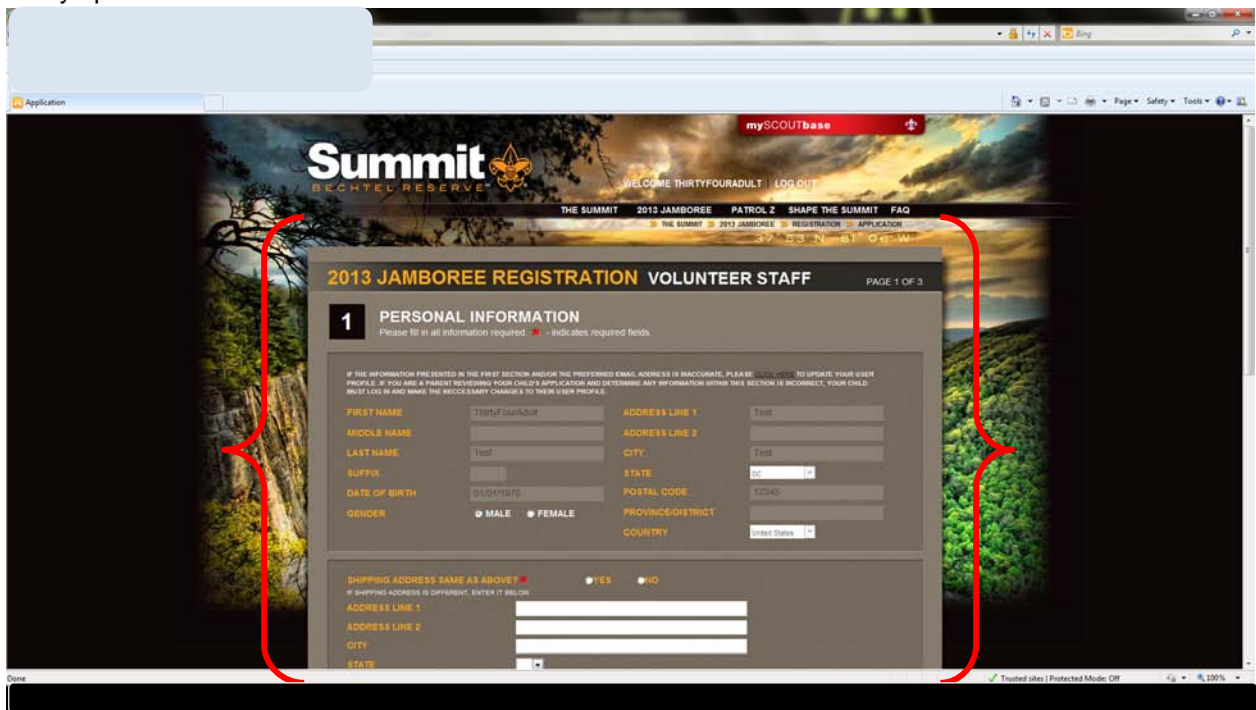
Select "Save" (the Save option appears after Crop Image is selected).



Select "Next."



The next page is the first page requesting information about the applicant. Fill in all required fields and as many optional fields as desired.



Upon completion of each page, select one of the following:

- “Cancel” to cancel the application without saving.
- “Save” to save the information that has been entered up to this point.
- “Submit” to check the page for errors before continuing.
(See below for validation error message view.)
- “Next” to advance to the next page. (Just selecting “Next” without “Save” will not save your information should you have to close and access the application at a later date.)

If "Submit" is selected above and errors were found, the page will return with a red validation error message at the top. The information that needs correcting will be bolded in red.

SECONDARY CONTACT NAME IS NOT VALID.

PRIMARY EMERGENCY CONTACT
(NOT ATTENDING JAMBOREE)

SECONDARY EMERGENCY CONTACT
(NOT ATTENDING JAMBOREE)

Correct the information; then select "Submit" and "Next."

On the last page, review the Terms and Conditions, select "I accept" and "Submit" to continue.

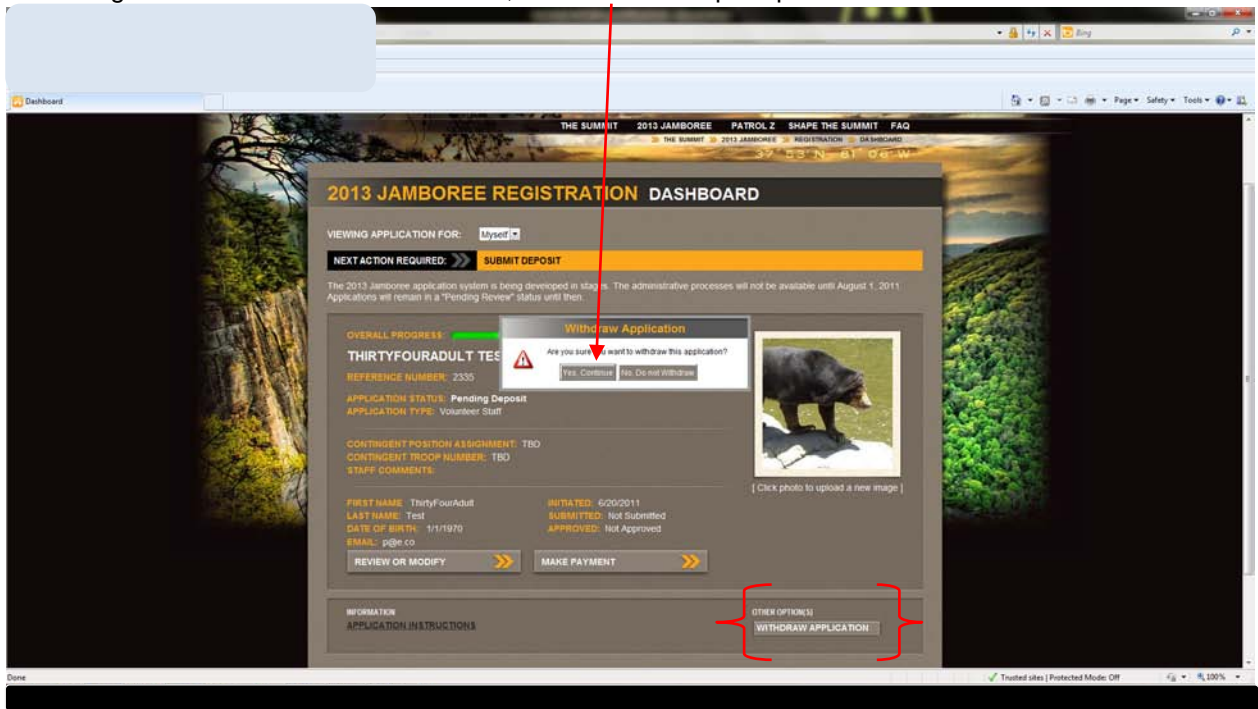
NUMBER OF YEARS ATTENDING HIGH-ADVENTURE BASES: [dropdown]
COMMUNITY PARTICIPATION (SERVICE CLUBS, CIVIC ORGANIZATIONS, AND RELIGIOUS LIFE): [text field]
LIST ANY SPECIAL SKILLS, CERTIFICATIONS, QUALIFICATIONS OR TRAININGS: [text field]
ARE YOU CURRENTLY A BSA EMPLOYEE? [radio YES] [radio NO]
IF YES TO ABOVE, IN WHAT CAPACITY? [text field]
TERMS AND CONDITIONS:
If accepted, I understand I may be required to arrive on site up to but not limited to 1 week prior to the Jamboree start date as determined by the Jamboree review director. Their early arrival would allow for training and assistance with final preparations for contingent troop arrival. I understand that the specific length of time I will be required to be on site will be determined by my service director in order to ensure all areas are fully staffed and all needs are met.
I understand as part of my registration fees, I am entitled to a "Jumbo 13 Kit" consisting of a duffel and two activity rollers. I will not arrive with anything that does not fit in the "Jumbo 13 Kit" and that is not on the approved equipment list.
STAFF TERMS & CONDITIONS WAIVER:
In consideration of the benefits to be derived from participation in the 2013 National Scout Jamboree, my and all other BSA members, the BSA, Boy Scouts of America, and the BSA's staff, employees, and volunteers, shall be held harmless from all claims, damages, and expenses, including reasonable attorneys' fees, arising out of or in connection with my participation in the 2013 National Scout Jamboree.
 I accept the Terms and Conditions
PLEASE NOTE: THAT UPON SUBMISSION OF YOUR APPLICATION RESPONSES, THERE IS ANOTHER STEP REQUIRED BEFORE YOUR APPLICATION WILL BE MADE AVAILABLE FOR REVIEW. YOU MUST SUBMIT A DEPOSIT PAYMENT UPON YOUR SUBMISSION, UNLESS A MINOR. YOU WILL BE ROUTED TO THE PAYMENT SCREEN.
[BACK] [CANCEL] [SAVE] [SUBMIT]

Successful submission of the application will return you to the dashboard of your application. Included on the Dashboard 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 from council to council. Check with your local council for their specific financial information.

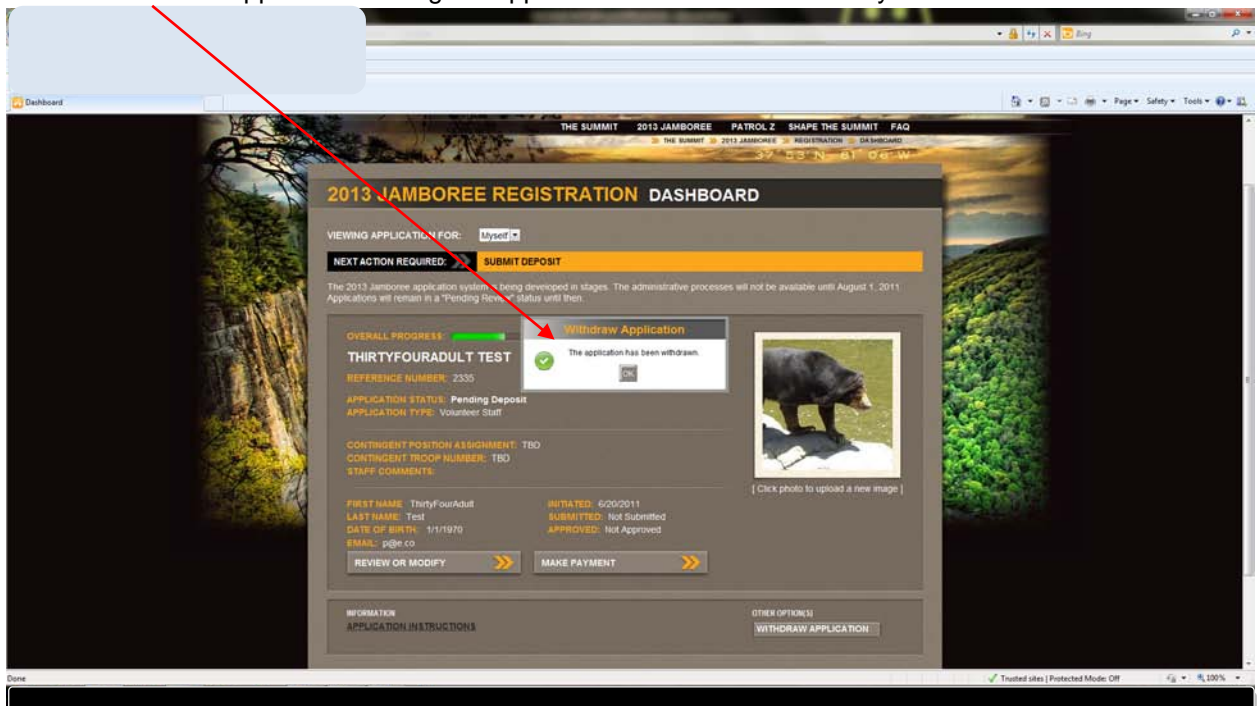
2013 JAMBOREE REGISTRATION DASHBOARD
VIEWING APPLICATION FOR: Myself
NEXT ACTION REQUIRED: SUBMIT DEPOSIT
The 2013 Jamboree application system is being developed in stages. The administrative processes will not be available until August 1, 2011. Applications will remain in a "Pending Review" status until then.
OVERALL PROGRESS: 30%
THIRTYFOURADULT TEST
REFERENCE NUMBER: 2335
APPLICATION STATUS: Pending Deposit
APPLICATION TYPE: Volunteer Adult
CONTINGENT POSITION: [dropdown]
CONTINGENT TROOP NUMBER: TBD
STAFF COMMENTS:
FIRST NAME: ThirtyFourAdult INITIATED: 6/20/2011
LAST NAME: Test SUBMITTED: Not Submitted
DATE OF BIRTH: 1/1/1970 APPROVED: Not Approved
EMAIL: p@e.co
[REVIEW OR MODIFY] [MAKE PAYMENT]
INFORMATION: APPLICATION INSTRUCTIONS OTHER OPTIONS: WITHDRAW APPLICATION

To modify your application at any time after submission, log in to your Summit account and select "Apply Now, Edit Your Application," which will take you to your dashboard. Select "Review or Modify" to make any changes. Be sure to save any changes you have made before exiting the form.

Should the application need to be withdrawn or canceled at any point, select “Withdraw Application” at the bottom right of the dashboard. Select “Yes, Continue” when prompted.



A confirmation will appear confirming the application has been successfully withdrawn.



If the intent is to submit a new application in a different category, return to the main 2013 jamboree page and select “Apply Now.” Repeat the application process, selecting the preferred application type from the drop-down list on the third screen. (The graphics of the banner will change occasionally, but the navigational features will remain consistent.)