

ScoutsBSA Summer Camp GUIDE TO REGISTRATION

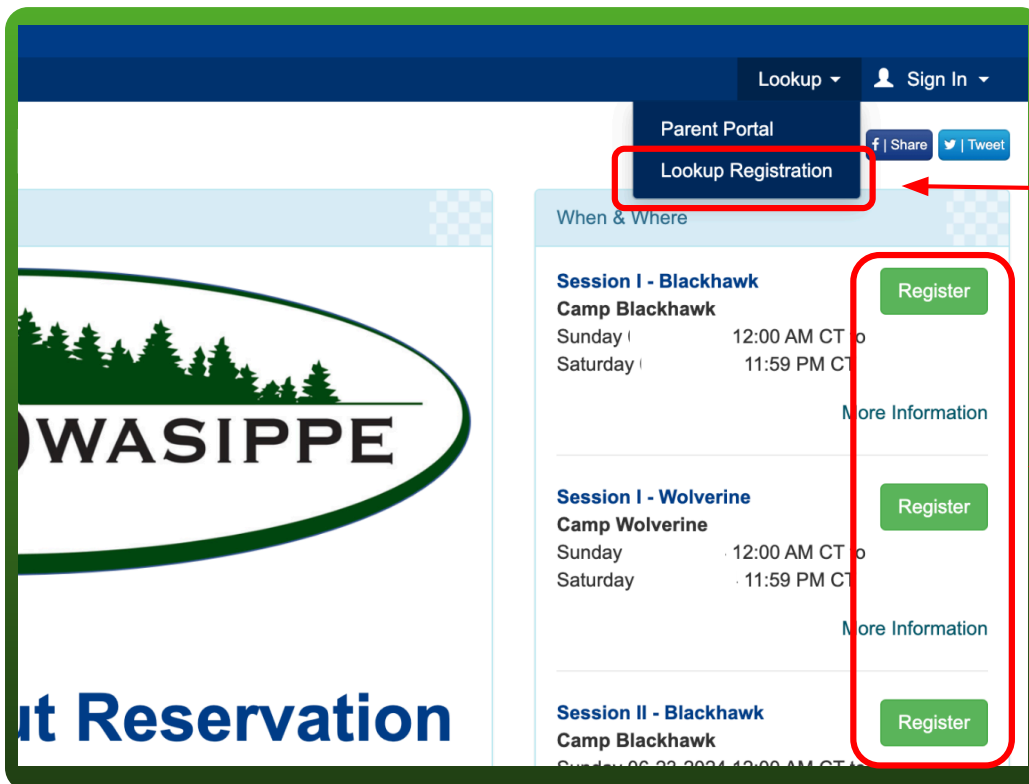
- Creating a Registration.....1-4
 - Booking a campsite and deposit
- Adding and changing participants.....5-6
- How to save changes.....7
- Payment methods.....4,8
 - Pay in bulk, by participant, defer

CAMP BLACKHAWK & CAMP WOLVERINE
REGISTER HERE:

<https://scoutingevent.com/456-OSR2024>

<https://pathwaytoadventure.org/outdooradventure/#ScoutsBSACamping>

- HAVE YOU ALREADY MADE A SITE DEPOSIT?



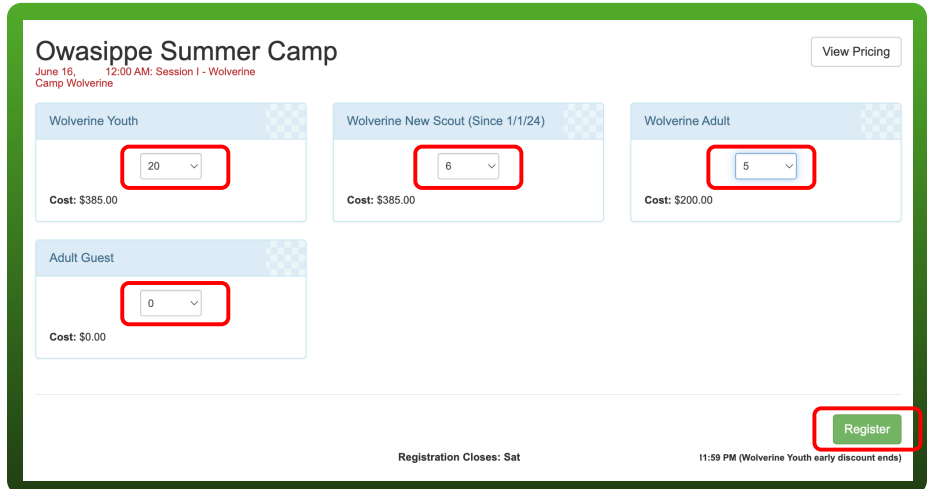
IF YES:
Click **Lookup Registration** to access your account

IF NO:
Click **Register** for the week you'd like to attend

**IF YOU HAVE NOT ALREADY MADE A SITE DEPOSIT,
START ON PAGE 2 TO MAKE A NEW REGISTRATION**

IF YOU HAVE MADE A DEPOSIT, SKIP AHEAD TO PAGE 5

- After clicking the Register button for the desired subcamp and session of camp, you will be prompted to enter the number of participants. This can be adjusted later on if needed, but is easiest to update at this step.
- *If you will have below the minimum number of registrants allowed, contact ptac.camping@scouting.org to make accommodations.*
- Click “Register



Owasippe Summer Camp
June 16, 12:00 AM: Session I - Wolverine
Camp Wolverine

View Pricing

Wolverine Youth
20
Cost: \$385.00

Wolverine New Scout (Since 1/1/24)
6
Cost: \$385.00

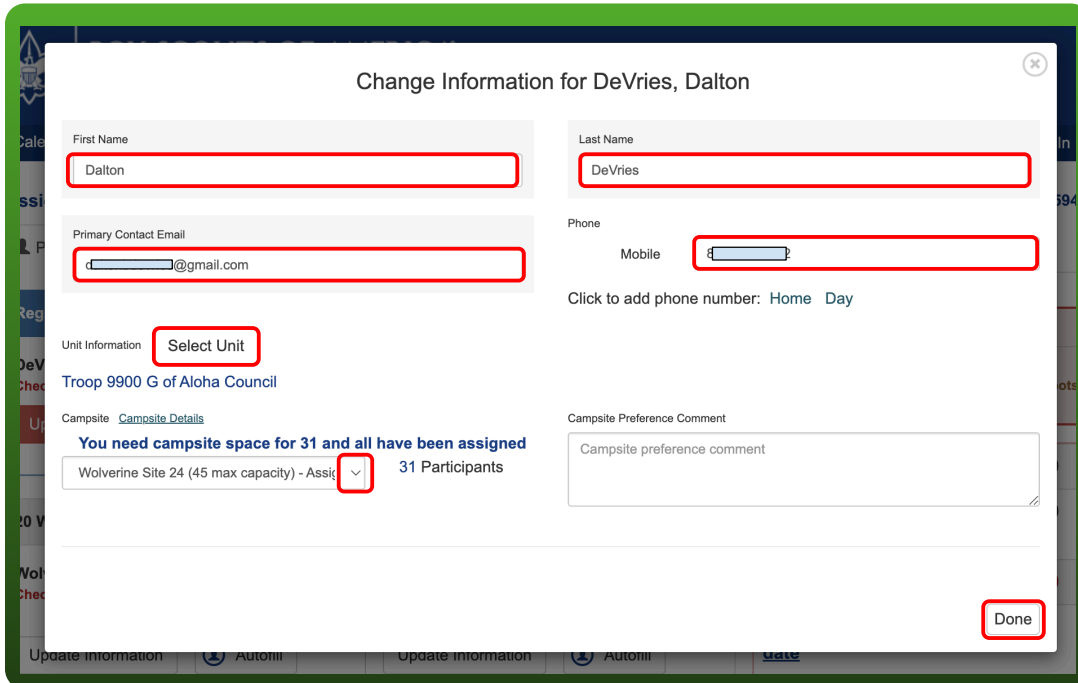
Wolverine Adult
5
Cost: \$200.00

Adult Guest
0
Cost: \$0.00

Registration Closes: Sat
11:59 PM (Wolverine Youth early discount ends)

Register

SUBMIT REGISTRATION CONTACT INFORMATION, TROOP INFORMATION AND MAKE CAMPSITE SELECTION



Change Information for DeVries, Dalton

First Name: Dalton

Last Name: DeVries

Primary Contact Email: [redacted]@gmail.com

Phone: Mobile: [redacted]

Click to add phone number: Home Day

Unit Information: Select Unit

Troop 9900 G of Aloha Council

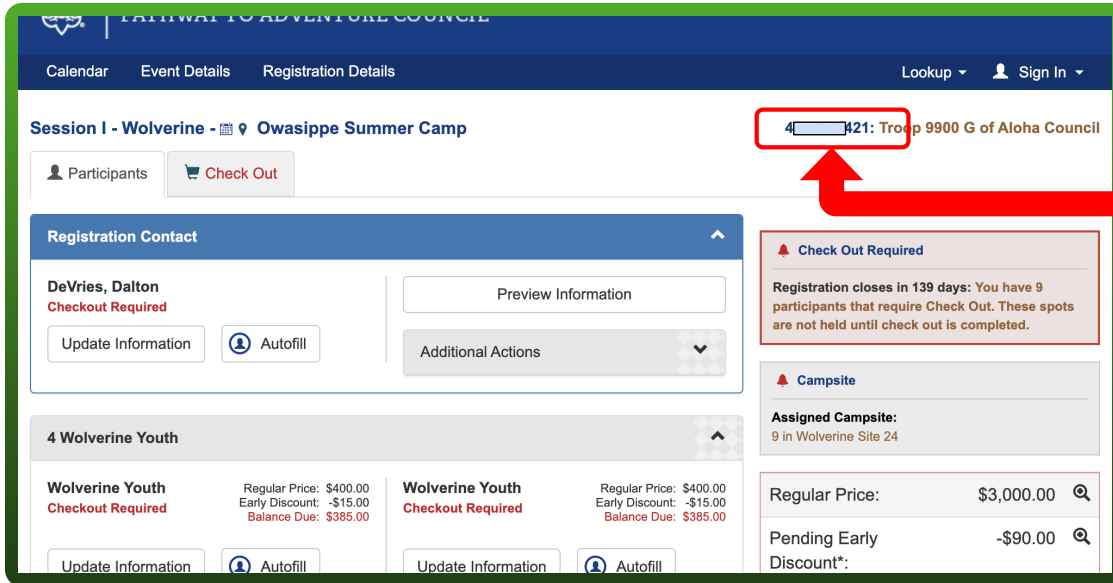
Campsite Preference Comment: Campsite preference comment

You need campsite space for 31 and all have been assigned
Wolverine Site 24 (45 max capacity) - Assigned 31 Participants

Done

- You will be the “Registration Contact” for the troop. You will receive all information via email and future tasks to complete prior to summer camp.
- Email or phone number can be changed later if needed. **We recommend the adult leader who will be acting as Scoutmaster while at camp is made the registration contact, or is forwarded all information.**

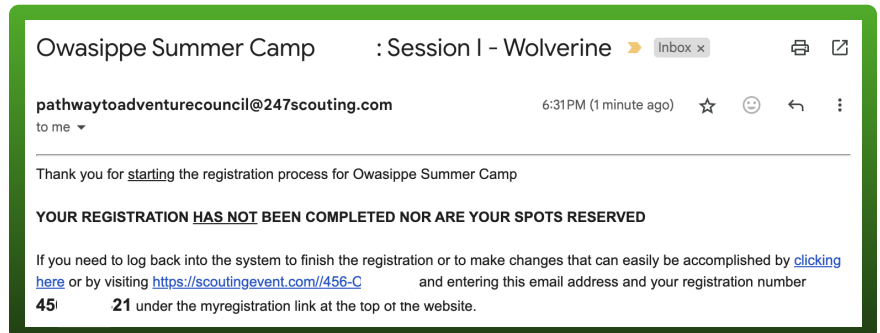
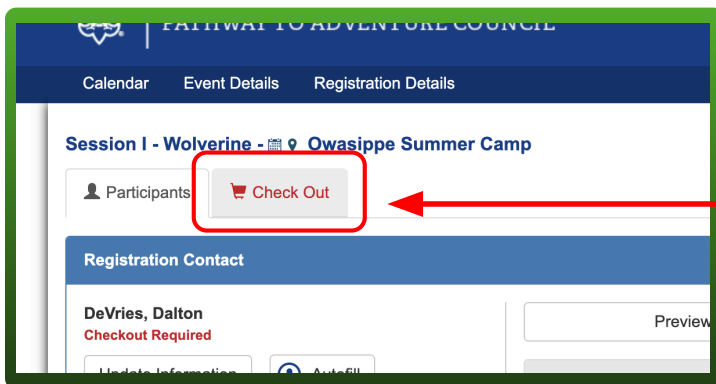
- Select your unit
- Select your campsite. If needed, view our campsite maps on the camping resources page [here](#)



**PLEASE NOTE:
THIS YOUR
REGISTRATION
NUMBER. IT WILL
ALSO BE SENT IN A
CONFIRMATION EMAIL

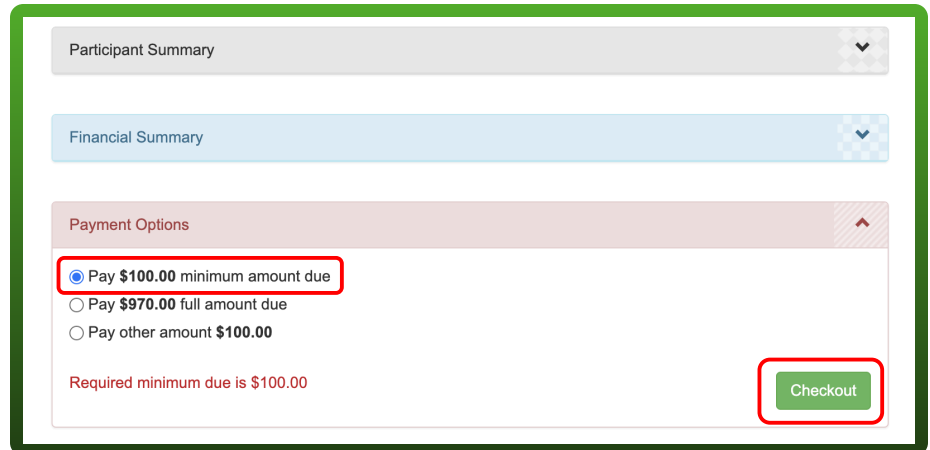
IT IS NEEDED WHEN
LOGGING BACK IN**

**PLEASE NOTE:
YOUR REGISTRATION HAS NOT
BEEN COMPLETED NOR IS
YOUR CAMPSITE RESERVED
OR ATTENDEES REGISTERED
UNTIL DEPOSIT IS PLACED**

**CONTINUE TO
'CHECK OUT'
TO PLACE DEPOSIT**

- The \$100 minimum amount due is for your deposit. Paying the full amount due is not required at this time
- Continue to check out button



Participant Summary

Financial Summary

Payment Options

Pay \$100.00 minimum amount due

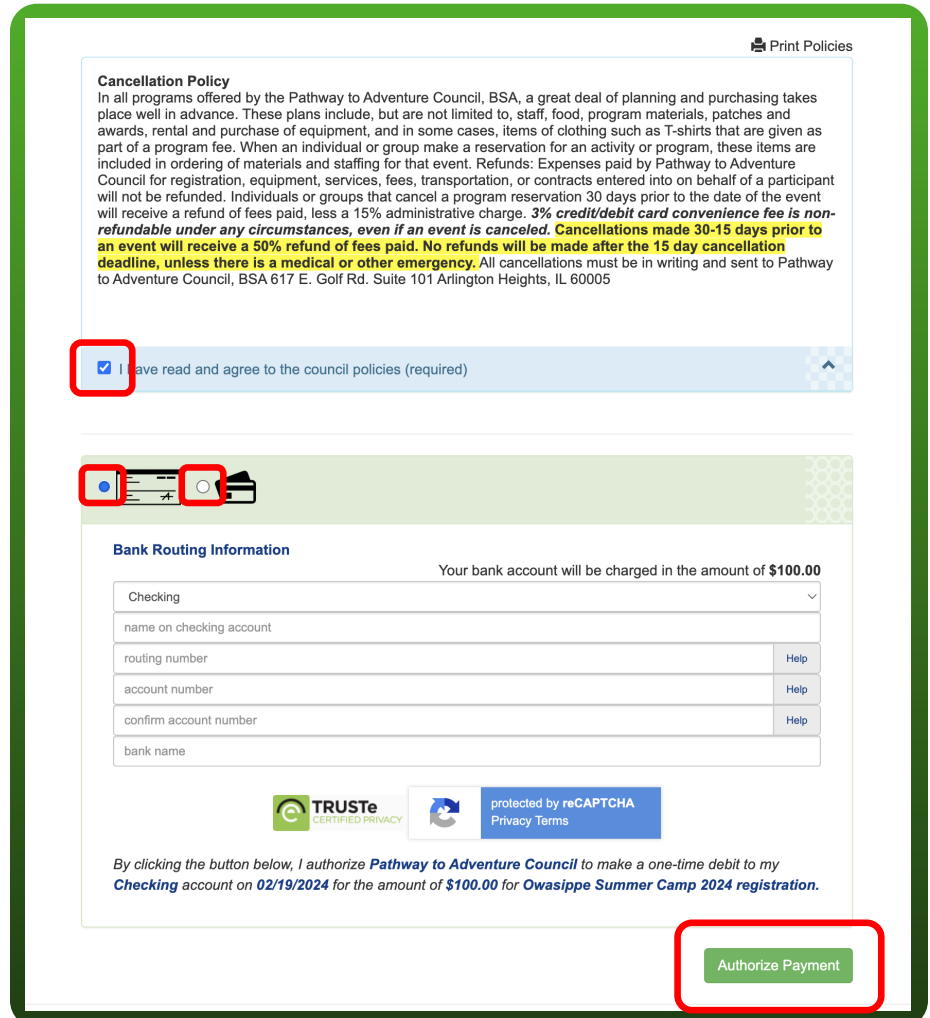
Pay \$970.00 full amount due

Pay other amount \$100.00

Required minimum due is \$100.00

Checkout

- Enter billing information
- Confirm you understand the cancelation policy
- Choose your payment option. You can pay online by e-check or credit card
- A 3% fee applies to all credit/debit card transactions
- Enter payment information
- Once the 'authorize payment' button is pressed the campsite is booked and you may continue on to the next steps!



Print Policies

Cancellation Policy

In all programs offered by the Pathway to Adventure Council, BSA, a great deal of planning and purchasing takes place well in advance. These plans include, but are not limited to, staff, food, program materials, patches and awards, rental and purchase of equipment, and in some cases, items of clothing such as T-shirts that are given as part of a program fee. When an individual or group make a reservation for an activity or program, these items are included in ordering of materials and staffing for that event. Refunds: Expenses paid by Pathway to Adventure Council for registration, equipment, services, fees, transportation, or contracts entered into on behalf of a participant will not be refunded. Individuals or groups that cancel a program reservation 30 days prior to the date of the event will receive a refund of fees paid, less a 15% administrative charge. **3% credit/debit card convenience fee is non-refundable under any circumstances, even if an event is canceled. Cancellations made 30-15 days prior to an event will receive a 50% refund of fees paid. No refunds will be made after the 15 day cancellation deadline, unless there is a medical or other emergency.** All cancellations must be in writing and sent to Pathway to Adventure Council, BSA 617 E. Golf Rd. Suite 101 Arlington Heights, IL 60005

I have read and agree to the council policies (required)

Bank Routing Information

Your bank account will be charged in the amount of \$100.00

Checking

name on checking account

routing number [Help](#)

account number [Help](#)

confirm account number [Help](#)

bank name

TRUSTe CERTIFIED PRIVACY

protected by reCAPTCHA Privacy Terms

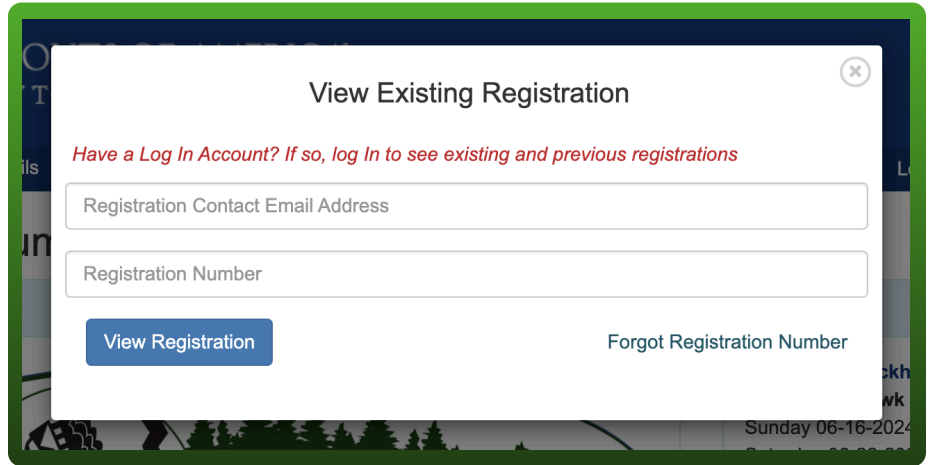
By clicking the button below, I authorize Pathway to Adventure Council to make a one-time debit to my Checking account on 02/19/2024 for the amount of \$100.00 for Owasippe Summer Camp 2024 registration.

Authorize Payment

IF YOU HAVE MADE A DEPOSIT, START HERE

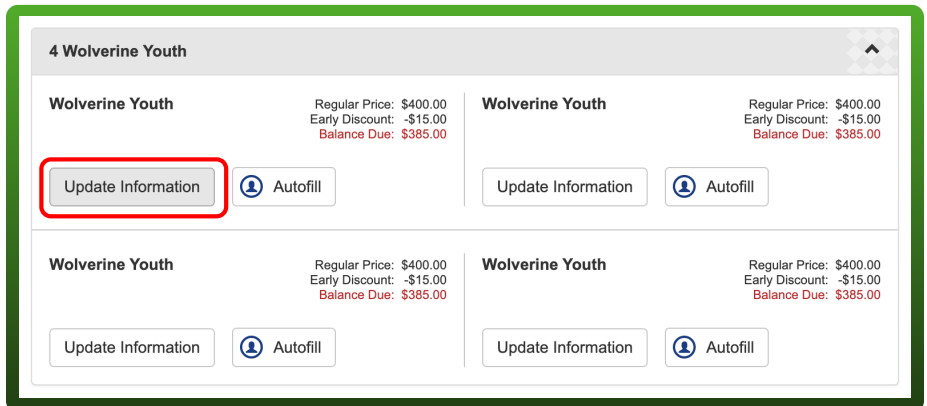
To access your registration, enter your email address and registration number and click “View Registration”

If you have forgotten your registration number, click “Forgot Registration Number” and enter your email address on the next screen.



ENTER PARTICIPANT INFORMATION

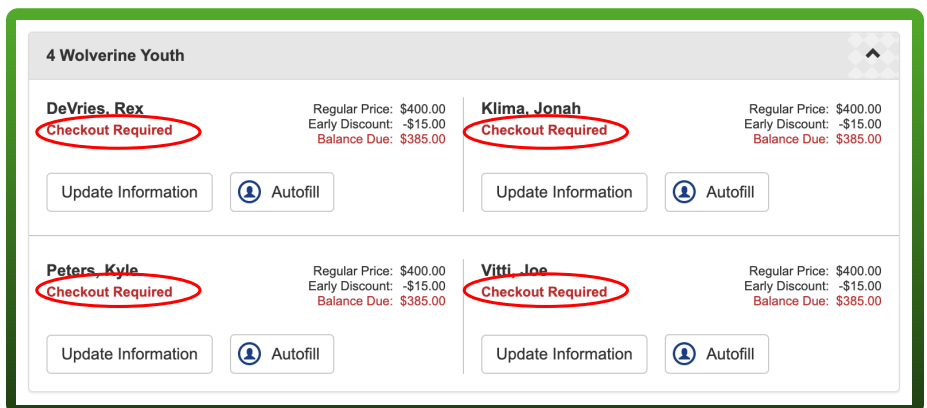
- Click “Update Information” under each participant
- Enter name and gender for each of your participants. If you do not have names yet, you can simply put “Scout One”, “Scout Two”, etc
- Click “Done”



PLEASE NOTE:

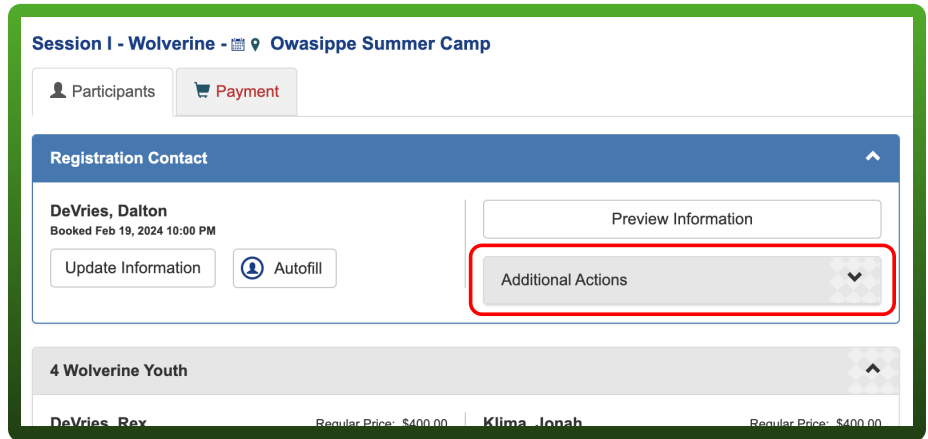
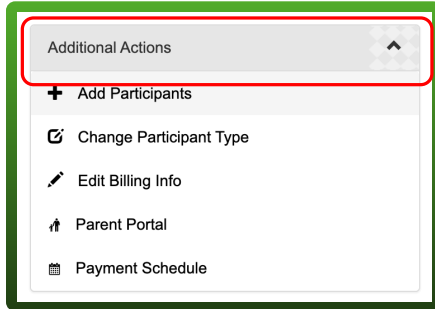
NO CHANGES WILL BE SAVED UNTIL THE CHECKOUT STEPS, EVEN IF NO PAYMENT IS APPLIED

- ‘Checkout Required’ Indicates that changes to the participant are not saved yet
- Process is explained in upcoming steps

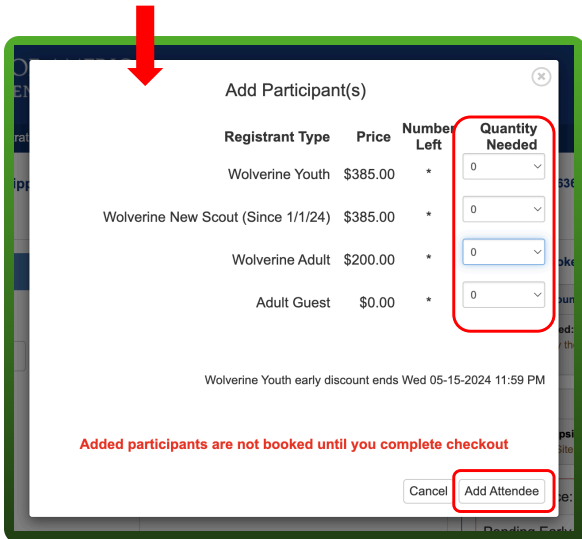


ADD/CHANGE PARTICIPANT

- Click “Additional Actions” to drop down the menu below

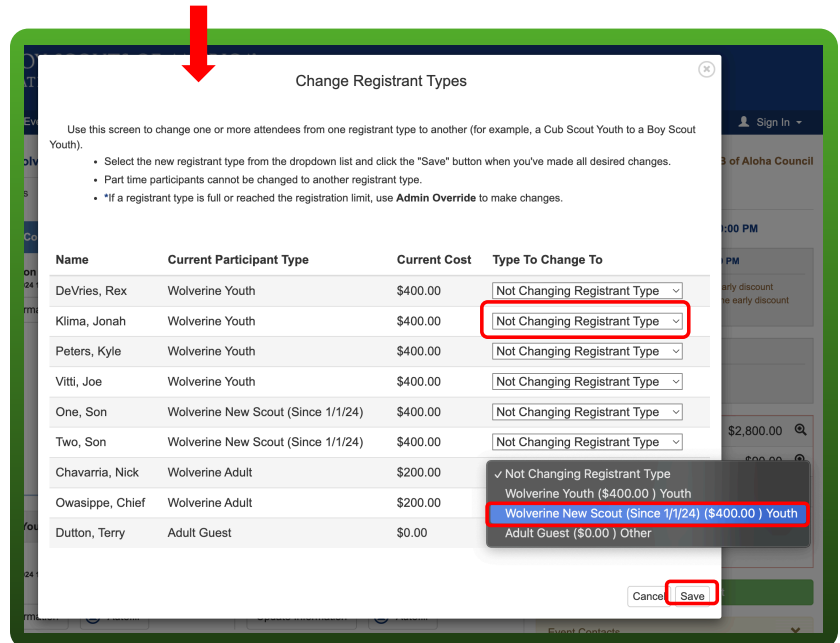


- In the “Add Participants” box you can enter the number you would like to add to your current roster. When completed, click “Add attendee”



- In the “Change Participant Type” box change one or more attendees from one registrant type to another. For example, a ‘New Scout’ to a ‘Youth’ participant.

- Select the new registrant type from the dropdown list and click the "Save" button when you've made all desired changes.



CHECKOUT TO SAVE PROGRESS

- ‘Checkout Required’ Indicates that changes are not yet saved.
- Click “Proceed to check out”

Registration Contact

DeVries, Dalton
Booked Feb 19, 2024 10:00 PM

Update Information Autofill

Preview Information

Additional Actions

Booked Feb 19, 2024 at 10:00 PM

4 Wolverine Youth

3 Wolverine New Scout (Since 1/1/24)

Medic 4 - Dog, Teddy
Checkout Required

Regular Price: \$400.00
Early Discount: -\$15.00
Balance Due: \$385.00

Update Information Autofill

One, Son
Booked Feb 19, 2024 10:00 PM

Regular Price: \$400.00
Early Discount: -\$15.00
Balance Due: \$385.00

Update Information Autofill

Two, Son
Booked Feb 19, 2024 10:00 PM

Regular Price: \$400.00
Early Discount: -\$15.00
Balance Due: \$385.00

Update Information Autofill

2 Wolverine Adult

Chavarria, Nick
Booked Feb 19, 2024 10:00 PM

Regular Price: \$200.00
Balance Due: \$200.00

Update Information Autofill

Owasippe, Chief
Booked Feb 19, 2024 10:00 PM

Regular Price: \$200.00
Balance Due: \$200.00

Update Information Autofill

1 Adult Guest

Check Out Required

Registration closes in 117 days: You have 1 participant that requires Check Out. These spots are not held until check out is completed.

Campsite

Assigned Campsite:
9 in Wolverine Site 08

Regular Price: \$3,200.00

Pending Early Discount*: -\$105.00

Balance Due: \$3,095.00

*Requires payment in full by **due date**

Proceed to Checkout

Event Contacts

- Select “Pay \$0.00” if you wish to defer payment.
- Click “Checkout”

Your updates are now official with the camp

Payment Options

Pay \$0.00 minimum amount due

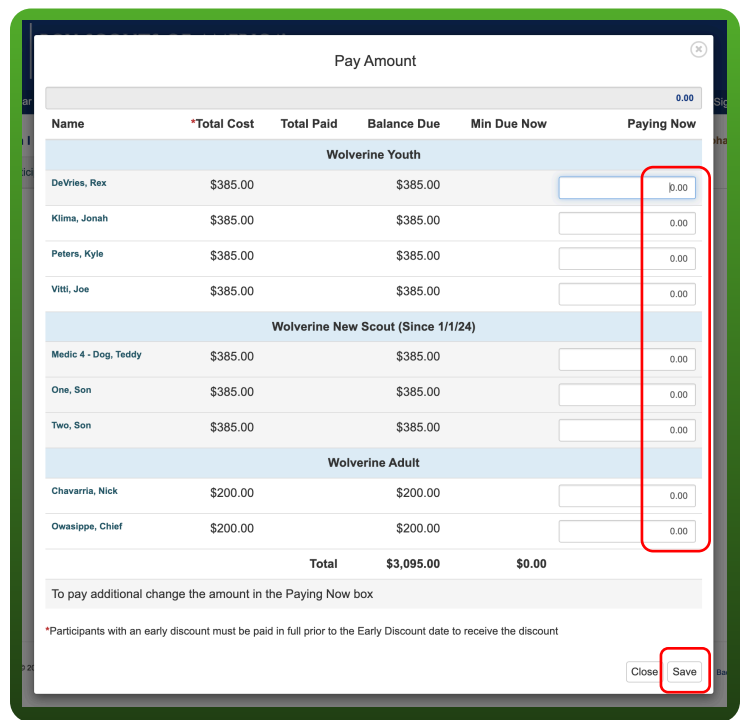
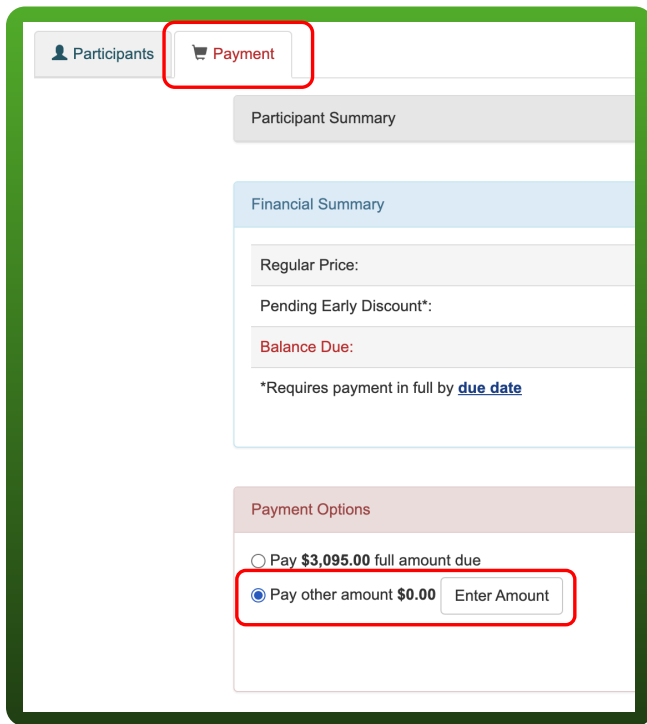
Pay \$3,095.00 full amount due

Pay other amount

Checkout

WAYS TO PAY

- Payment to OSR from the troop is due on the Friday at the end of your camping session. Cash, check, or card are all accepted payment methods at this time.
- Troops may wish to pay OSR as they receive payment from their participants for simple accounting.
- Troops can track these payments by participants via BlackPug...
 - Return to the payment tab
 - Click “Pay other amount”
 - In the pop up window, enter in the amount each participant will be paying
 - Click save



- Proceed to check out, and follow the same steps as previously, listed on page 4
- Troops can also use the Parent Portal to allow scouts and parents to pay online directly. For instructions view the Parent Portal Guide on our camping resources page [here](#).
- Even if balances are paid prior to your camp session, your troop may still have a remaining balance to pay on the Friday at the end of your camping session from changed schedules, added activities, or additional troop purchases (like photos and pizzas) that get charged to the account throughout the week.

NEXT...

Once the campsite is booked, participant information is updated, and you have checked out, your troop is now ready to sign up for programs, merit badge classes, and activities!

Additionally, the Parent Portal can be set up if troops wish to allow troop members individual access to register to attend, to make payments and complete data entry.

For more information on these next steps, view the other registration guides on the camping resources page [here](#).

<https://pathwaytoadventure.org/camping/resources>