

Transfer Member

Transfer Member Options

There are several different tools available to transfer Scouts and adults from one unit to another. Using the online transfer tools can be the most efficient way to transfer a member, and a paper application is typically not needed. All transfers will be reflected 24 to 48 hours after the transfer is accepted by the receiving unit.

In Council (initiated by the unit they are leaving)

This method works for in-council transfers of youth only. Unit Key 3 or Key 3 Delegates can transfer youth by clicking the button below and clicking the "Menu" button and clicking "Roster" in "Organization Manager," which is listed under the relevant unit. Simply select the youth and click the "Transfer" icon. Receiving unit will need to accept the transfer in Application Manager in my.scouting to complete transfer.

[Transfer in Council | Instructions](#)

In Council (initiated by the unit they are joining)

This method works for in-council transfers of youth only. Unit Key 3 or Key 3 Delegates can search for youth within their council to transfer and move them into their unit. Simply click the button below and log in into my.scouting. Click "Menu" and click "Roster." Click the "Transfer in" button on the left-hand side menu to search for a youth to transfer into the unit.

[Transfer in Council | Instructions](#)

In Council (initiated by parents and leaders)

This method works for in-council transfers of youth and adult leaders. Parents and leaders can simply click the button below to log in to my.scouting. From there, click "Menu" and click "My Application." User should see themselves and associated family members. Select the transfer button, search for the relevant unit, and initiate a transfer. Receiving unit will need to accept the transfer in Application Manager in my.scouting.

[Transfer in Council | Instructions](#)

Out of Council (initiated by parents and leaders)

Works for youth and adults for both in and out of council transfers, but the other options are easier for in-council transfers. The receiving unit and council must have online apps turned on (see [Information About Online Registration for Councils and Unit Leaders | Boy Scouts of America (scouting.org)](<https://www.scouting.org/resources/online-registration/>)) for this to work. If a registered adult is transferring with this method with their child, the child must be completed first.

[Transfer Out of Council | Instructions](#)

<https://help.scoutbook.scouting.org/wp-content/uploads/2022/04/Online-transfer-between-councils.pdf>