

# Webelos-to-Scouts Transition

## Pack Responsibilities

It should be the goal of the Cubmaster and Webelos den leaders to graduate every Webelos Scout into a Scouts BSA troop. The key to accomplishing this is to begin promoting the full Scouting journey when Cub Scouts are still in their Tiger, Wolf, and Bear dens, helping Scouts and their families view Scouting as an ongoing adventure.

Pack and den leaders can use these tips to help Webelos take the next step and bridge into a Scouts BSA troop:

- Develop a working relationship with the leadership of a Scouts BSA troop or troops in the community. Most troops should have either an assistant Scoutmaster or a committee member assigned to new Scouts. Your unit commissioner can help put you in contact with troop leaders.
- Compare calendars of troop and pack activities to coordinate. Community events can be done together, and planning can help prevent conflicts in use of equipment and facilities.
- Work with troop leaders to secure den chiefs for each Webelos den and Cub Scout den.
- Work with troop leaders to plan and conduct Webelos overnight activities.
- Work with troop leaders to plan visits to troop meetings. Never show up without first calling in advance.
- Invite the Scoutmaster and troop youth leaders to special pack activities. This will help create familiarity and a level of comfort for the Webelos Scouts and their parents as they ease into the troop.
- Plan a meaningful crossover ceremony. Include troop leadership to be present to accept the Webelos Scouts as they graduate.
- Ensure the Arrow of Light award is recorded in the Scout's advancement before transferring the Scout to a Scouts BSA Troop.
- Webelos leaders should be strongly encouraged to move into the troop with their Scouts, either as assistant Scoutmasters or troop committee members. This will give them a familiar face at troop meetings and a connecting link.
- If a troop does not exist in your community, discuss with the head of the pack's chartered organization about the possibility of organizing a troop. A graduating Webelos den can form the nucleus of a new troop.

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## Troop Responsibilities

The transition from a Webelos den to a Scouts BSA troop is an important stage in the Scouting journey, but one of Scouting's greatest challenges is to make the next level of Scouting readily available for youth once they meet the joining requirements. It is crucial that Scout leaders do everything they can to make the process as seamless and inviting as possible for Webelos and their parents, including:

- Select Scouts to serve as den chiefs for each Webelos Scout den and Cub Scout den. Arrange for den chief training.
- Serve as a resource for overnight activities. The troop can be of service to provide equipment, leadership, and logistics for Webelos campouts.
- Conduct an orientation in the Bear Cub Scout dens to explain how being a Webelos Scout will help prepare them for joining Scouts BSA.
- Webelos den/Scout troop campouts should show Webelos Scouts and their parents what to expect when they move into the troop. The troop should cook and camp by patrol and use skills that the Webelos Scouts can participate in.
- Arrange for Webelos dens to visit a troop meeting. This should be planned several weeks in advance.
- Provide each Webelos Scout a copy of the troop's activities for the upcoming year.
- Work with Webelos den leaders to encourage them to move into the troop with their Webelos Scouts and to serve either as committee members or assistant Scoutmasters to help create familiarity and a level of comfort for the Webelos Scouts and their parents as they ease into the troop.
- Conduct a Scoutmaster conference under the guidance of the Scoutmaster or the assistant designated by the Scoutmaster. This conference should cover the meaning of the Scout Oath and Law, the advancement program, troop camping, the patrol method, summer camp, and personal equipment.
- Work with the Cubmaster in planning a meaningful crossover ceremony

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<b>August</b>		<b>Person Responsible</b>
1	Get names, addresses, and telephone numbers of second-year Webelos Scouts. Record the information on the Webelos Scout Tracking form.	TMC, WDL, CM
2	Plan a joint Scout troop/Webelos den camping trip for October.	SM, PLC, CM, WDL
3	Plan a program of upcoming events to present at a Webelos den meeting visit in November.	TMC
4	Select a den chief for each Webelos den.	SM, SPL, CM
<b>September</b>		<b>Person Responsible</b>
1	Mail a letter of introduction from the Scout troop to second-year Webelos Scouts to introduce them to the troop.	TMC, SM
2	Put second-year Webelos Scouts on the mailing list to receive the troop newsletter.	TMC
3	Continue planning the joint camping trip for October.	SM, PLC, CM, WDL
<b>October</b>		<b>Person Responsible</b>
1	Conduct the joint camping trip with the Webelos den.	SM, TMC, SPL, CM
<b>November</b>		<b>Person Responsible</b>
1	Attend a Webelos den meeting to teach the Webelos Scouts how the Scout troop works.	SM, TMC, SPL
2	Have den chiefs attend a local council or district training course.	SM

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<b>December</b>		<b>Person Responsible</b>
1	Set a date for Webelos Scouts and their parents to visit a Scout troop meeting in January.	SM, WDL
2	If desired, send a small holiday gift to each Webelos Scout.	SM, TMC
<b>January</b>		<b>Person Responsible</b>
1	Host Webelos Scouts and their parents at a troop meeting.	SM, SPL
2	Plan a bridging ceremony to welcome graduating Webelos Scouts to their new troop.	SM, CM, TMC, SPL
3	Attend a meeting of first-year Webelos Scouts to introduce them to Scouts BSA.	SM, TMC, CM
<b>February</b>		<b>Person Responsible</b>
1	Recommended time to hold cross-over ceremony.	SM, CM, SPL, TMC
2	Get new Scouts actively involved with the troop through troop activities.	TMC, SM, CM
3	Recruit parents of new Scouts to become assistant Scoutmasters or troop committee members.	TCC, SM
<b>March</b>		<b>Person Responsible</b>
1	Plan a troop activity for new Scouts to get them involved with their new troop.	PLC, SM, TMC, TG

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April		Person Responsible
1	Conduct summer camp orientation to encourage troop involvement.	SM
2	Attend a meeting of Bear Cub Scouts to introduce them to Scouts BSA.	SM, TMC, CM
3	Sponsor a troop activity for the new Scouts.	SM, TMC, TG, PLC
May		Person Responsible
1	Work closely with new Scouts and parents during their transition to a troop, ensuring their needs are met and that their move has been natural and fun.	TMC
2	Work on rank advancement with new Scouts.	SM, SPL, TG
June		Person Responsible
1	Ensure that all new Scouts attend summer camp.	TMC, SM
July		Person Responsible
1	Work closely with new Scouts and parents during their transition to a troop, ensuring their needs are met and that their move has been natural and fun.	TMC
2	Work on rank advancement with new Scouts.	SM, SPL, TG

## Key:

- CM-Cubmaster
- PLC-Patrol leaders' council
- SM-Scoutmaster
- SPL-Senior patrol leader
- TCC-Troop committee chair
- TG-Troop guide
- TMC-Troop membership chair
- WDL-Webelos den leader

## Transfers and Multiples for My.Scouting

In My.Scouting, users can now make transfers between units. Members can now transfer themselves or parent/guardian can transfer their child from one unit to another. Unit leaders also have the ability to transfer youth from their unit to another such as in Arrow of Lights transferring to a Scouts BSA troop. Unit leader transfers are done in the “Roster” tab of Member Manager or Organization Manager. Transfers or multiple registrations for members or youth can be done under Menu > “My Application” tab.

### Frequently Asked Questions

**How does the unit I’m transferring to know I transferred?** – Standard approval is still required. Youth transfers are approved by unit leaders and Adult transfers are approved by the COR or their designee. The approval is done just like all other approvals with online registrations, through “Application Manager”.

**Can I transfer my youth who is Arrow of Light to a Troop not associated with my Pack?** Yes, youth can be transferred to any active unit in your council.

**Can I transfer people into my unit?** – No, only Unit leaders or parent/guardians can transfer youth from their Scout Unit.

**Can I use this new feature to change my position, such as from Den Leader to Cubmaster?** – No, that is not a transfer, but this feature will be added Organization Manager in a future release.

**Can all adult leaders transfer out of the unit?** – No, the Chartered Organization Reps cannot be transferred.

**Can other adult leaders transfer an adult?** No, adults can only be self-transferred using the “My Application” tab.

**Don’t adults need to fill out the application form again?** - No, but when an adult transfers, they will need to answer the basic Youth Protection questions again and cannot transfer if their Criminal Background check is not completed.

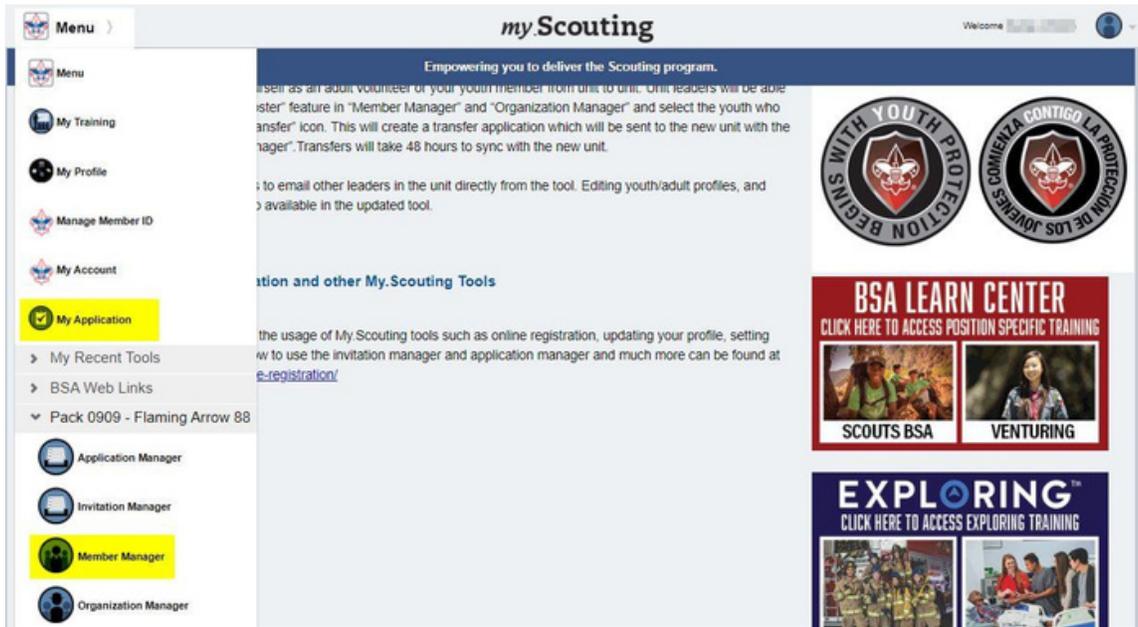
#### **What are reasons I cannot transfer a youth?**

Only youth in our database with a “parent relationship” can be transferred so a notification can be made. This relationship can be corrected in ScoutNet, contact your scout office to have them make this connection.

Youth that are too young to join a unit will not be able to transfer (such as a Cub Scout joining a Venture Crew).

**Can I transfer to another Council?** – Not yet, this feature will be added in a future release.

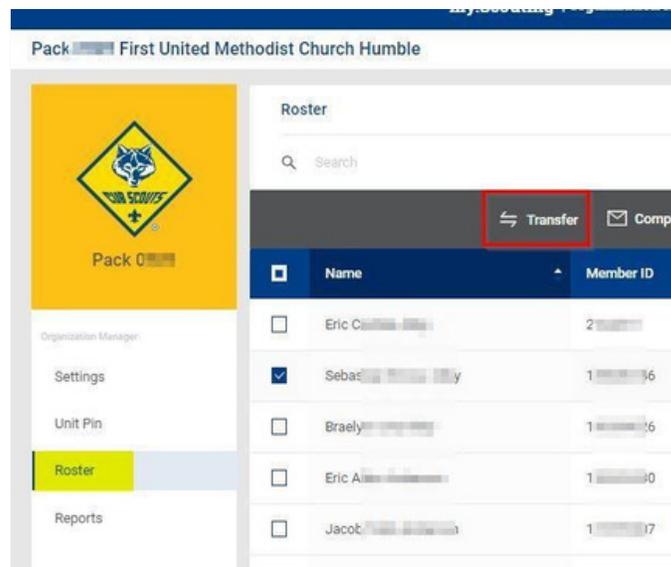
Making a transfer online is done in “My Applications” if you are the parent/guardian of a youth, or if you are a unit leader, this is done in “Organization Manager” or “Member Manager”. These tools are found under the Menu dropdown on the left of the screen.



## UNIT LEADERS

Within Member Manager and Organization Manager (yes, they are almost the same, but some users don't have access to one or the other) you will find a “Roster” tab. Click this and it will display the units and member information.

You must first select the member you want transferred and then click the Transfer button found in the gray bar.



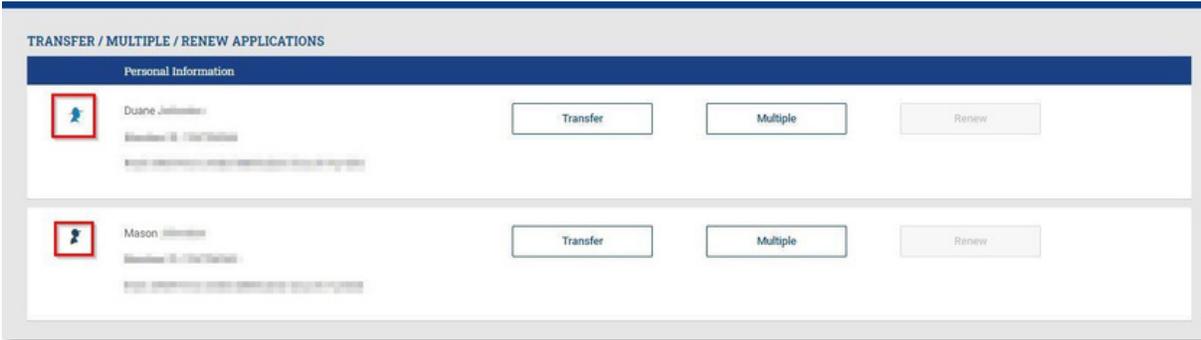
A leader can select more than one person to be transferred but you can not mix youth and adults. In the below example, one youth is selected.



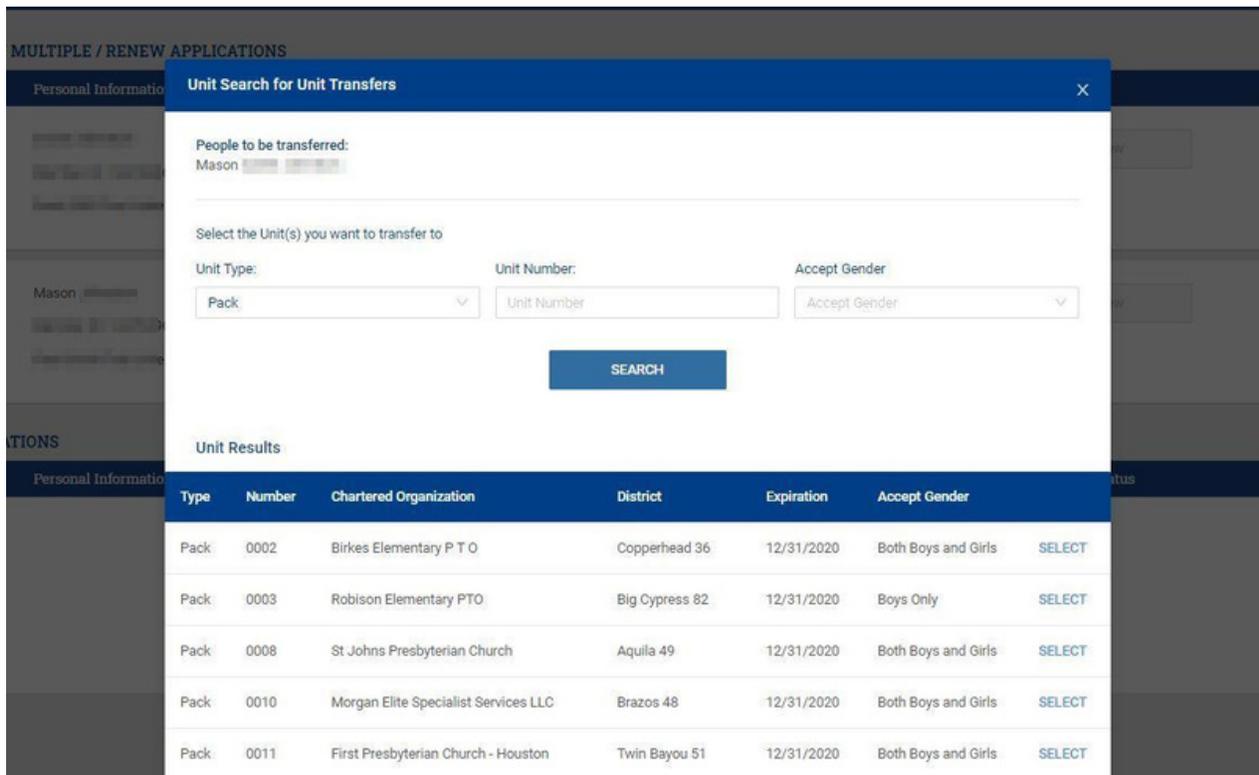
## Self-Transfers using “My Applications”

An adult leader or the parent/guardian of a child can make a transfer using the “My Applications” tool found on the dropdown menu on the left side of the My.Scouting landing page.

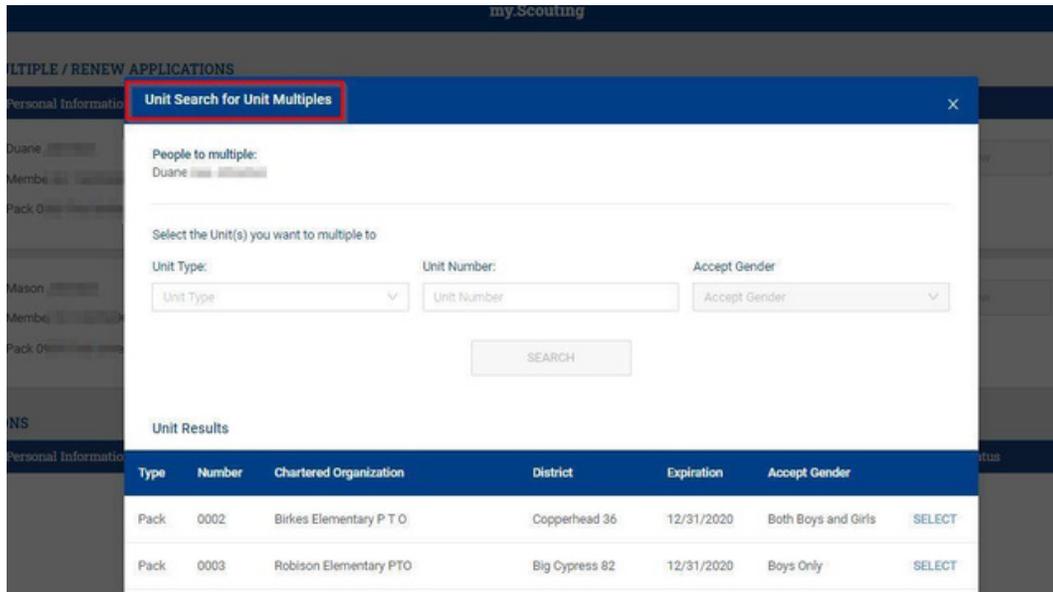
When My Applications is selected, you will see any youth associated to you. In the example below Duane and his son Mason are listed and Duane can transfer or multiple either registration.



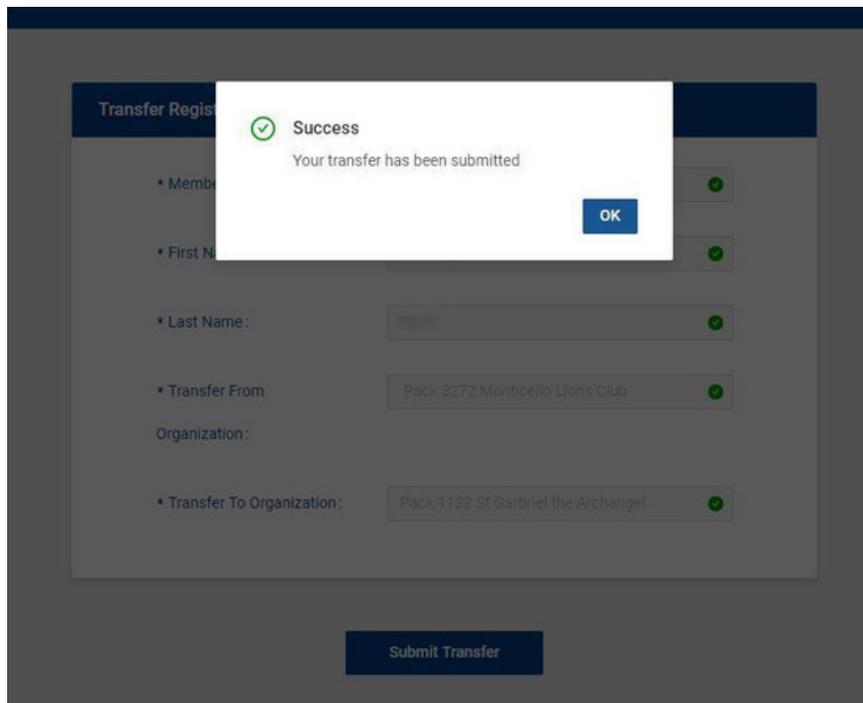
The transfer process is similar as the roster page - you select the unit type to transfer to by entering the unit or using the search button.



Multiplying into another unit works the same way by selecting where you want to multiple in.



Once you have transferred or multiplied a pop-up window displays acknowledging it was successful.



Any transfers or multiple transactions you have completed will be reflected on the My Applications page.

Pack 3272 Monticello Lions Club

### MY APPLICATIONS

Personal Information	Date Submitted	Application Status
 <a href="#">Transfer (1)</a> <a href="#">Pack 3272 Monticello Lions Club</a> <a href="#">Application ID: 101201000</a>	18 November 2020	Pending Action by BSA

WITHDRAW [REVIEW APPLICATION](#)