



**Date: June 15, 2016**

**TO: Unit Leaders, Committee Members, and Chartered Organization Representatives**

**From: Garden State Council Advancement Committee**

**Subject: Council Advancement Policy Change to Require Use of BSA Internet Advancement by January 2017**

In an effort to improve advancement reporting for all of our Scouts and to ensure that their hard work is being accurately reflected in records used by the unit, the Garden State Council's Advancement Committee will enact a new policy. It will require **ALL units** (Cub Scout, Boy Scout, Venturing, and Varsity) to use the online BSA Internet Advancement portal effective **January 1, 2017**. After this date paper advancement report forms (No. 34403) will no longer be recognized as an approved reporting tool.

**The implementation of the policy will be as followed:**

- Beginning **September 1, 2016**, rank badges and merit badges **will not** be sold in the Scout Shop without submitting an advancement report when purchasing such items. The advancement report can be either a paper Advancement Report form (No. 34403) or a BSA Internet Advancement printout.
- Until **December 31, 2016**, the Council will accept the white copy of a paper Advancement Report form (No. 34403) or a copy of the BSA Internet Advancement printout.
- After **January 1, 2017**, all unit advancements must be submitted through the BSA Internet Advancement portal. The BSA internet Advancement printout will be brought to the Scout Shops to purchase rank badges and merit badges. ***Paper Advancement Report forms (No. 34403) will no longer be accepted.***

Advancement submitted through BSA Internet Advancement portal **do not** require signatures.

Training will be provided for those units that are currently utilizing paper advancement reports. There will also be a computer available at each office which can be utilized for entering advancements into the BSA Internet Advancement portal. For an overview of the BSA Internet Advancement process please review the PowerPoint "Internet Advancement: Getting the Most" found at:  
[http://www.scouting.org/filestore/training/advancement/Internet\\_Advancement/Getting\\_the\\_Most.pptx](http://www.scouting.org/filestore/training/advancement/Internet_Advancement/Getting_the_Most.pptx)

**How do you start doing Internet Advancement?** First you need to contact your District Executive to obtain a Unit ID number which is used to access the BSA Internet Advancement portal. Then you can begin and connect to the BSA Internet Advancement portal site:  
<https://scoutnet.scouting.org/iadv/UI/home/default.aspx>. Make sure to have one of the supported web browsers on your computer, such as Chrome, Firefox, or Internet Explorer 8, 9, 10, and 11.

**Why is Internet Advancement Better?**

Many units across our council are already successfully using BSA Internet Advancement, either directly or via third party product, to report Scout advancement. There are many benefits to using this online reporting method which actually supports the Scouting program by:

- Recording ranks, badges and awards in accordance with BSA advancement rules
- Reducing or eliminating record gaps when scouts transfer to new units
- Assuring advancement is counted on the Journey to Excellence

- Facilitating data analysis on the national level
- Helps units quickly identify Scouts that might not be registered

BSA Internet Advancement also allows units to: print previous advancement reports, provide printed summary for any or all members, print membership cards and print a unit roster.

In addition to direct data entry, BSA Internet Advancement can be used in conjunction with several independent advancement programs and the new BSA *Scoutbook*.

**The Garden State Council Advancement Committee would like to remind ALL units of the following:**

- Units should submit advancement records on a regular basis, so that the scouts in the unit are properly recognized. In order to comply with Journey to Excellence standards units are requested to enter any unreported advancements into the BSA Internet Advancement portal for that year by December 31<sup>st</sup>.
- Occasionally, you may find a scout is not listed on your BSA Internet Advancement roster. This is an indication that the youth is not registered and should be immediately. Fill out the youth application, get the required signatures and bring it to one of the Scout Resource Centers. Once the Scout is registered, the unit coordinator will be able to report the advancement for that Scout through BSA Internet Advancement portal.

<b>Implementation Timeline</b>	
<b>Now until September 1, 2016</b>	Advancement Reports should be submitted for all rank badges and merit badges purchases.
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<b>Until December 31, 2016</b>	The Council will accept paper advancement report forms (no.34403) at the Scout Shops.
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