



Greetings Unit Leaders, Committee Chairs, and Chartered Organization Representatives,

The information listed below is meant to assist the person responsible for completing the charter renewal process for your unit. Additional information is available at your District Roundtable and on the Pathway to Adventure (PTAC) website: www.pathwaytoadventure.org. Dates and times for District charter renewal events will be announced by our Council. Please contact your Unit Commissioner or [District Executive](#) for further assistance.

Accessing the Unit Charter Renewal System (UCRS)

The preferred method for charter renewal is the online Unit Charter Renewal System. To access the system, go to: <http://pathwaytoadventure.com/unitresources> and click the “Online Rechartering” link.

Please note your unit’s access code, which you will need to start your charter renewal.

***** UNIT ACCESS CODE *****

Access Code: 123456789
District: Registration Shared Services
Charter Organization: National Office
Unit: Crew BSA

Important Notes:

- To ensure accuracy, the Pathway to Adventure Council **strongly recommends** printing the renewal package and paying the fee by check or credit card at a PTAC service center. Service center locations are listed below.
- Youth Protection Training (YPT) is mandatory for all leaders. Your unit will not be eligible to recharter until all of your leaders have taken the most recent Youth Protection Training. Leaders with expired Youth Protection training have received notification.
- In addition to YPT, **the BSA will now also perform periodic rechecks of criminal backgrounds to support the continued safety of youth in our programs.** All registered adults must review “Background Check Disclosure” and “California State Law Disclosures (Non-Credit).” forms and review and sign the “Additional Disclosures & Background Check Authorization” form. Instructions and forms can be found at <http://pathwaytoadventure.com/unitresources>. **If adult leaders choose to decline the background check, or do not complete the “Additional Disclosures & Background Check Authorization” form and return it with your recharter paperwork, their 2020 annual registration will not be processed.**

Other Required Documents

- Journey to Excellence (JTE) forms are available online at: <http://pathwaytoadventure.com/unitresources>
- Additional forms (Membership Inventory, Unit Budget Plan, and Youth and Adult Applications) can also be found on the PTAC Unit Resource page. These forms can be useful when completing your charter renewal.

Thank you for leading your unit’s rechartering efforts.

-Your Pathway to Adventure Team

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