NOVA SCOTIA COUNCIL – SCOUTS CANADA

# top sector Vour Avords

### **Canadian Path Top Section Youth Awards Process**

# Steps to Recognizing Someone With a Top Section Award

First, the youth must complete all of the requirements of the Top Section Award	Then the award must be entered into MyScouts by the Group Commissioner. See more info below	Finally you must either RSVP to the Council Recognition Ceremony or plan your own for Seeonee and North Star Recipients
For more information on how	MYTH: "There's a form that	An RSVP will be distributed
to do this on the Canadian	has to be filled out and sent	Council-wide when the date
Path, visit: <u>scouts.ca/wp-</u>	into the service Centre when	and location of the Ceremony
<u>content/uploads/scouters/</u>	someone achieves their Top	for the Chief Scout, Queen's
<u>program/Top-Section-Awards-</u>	Section Award." FACT: Its all	Venturer, and Canadian Rover
<u>Scouter-Flow-Chart.pdf</u>	done online, in MyScouts now	Scout Award Ceremony is set

# How to Record a Top Section Award in MyScouts

PLEASE NOTE THAT THE FOLLOWING MUST BE COMPLETED BY THE GROUP COMMISSIONER

- 1. First go to the profile of the person who's receiving the award and under Admin options, in the Menu on the left of the screen, click "Add Recognition"
- 2. Then select the award you wish to add
- 3. And enter the details such as recognition date and approval date

	Select Recognition		
	Search Recognition:		SEARCH
in Options	Recognition Name	Recognition Code	
ognition	North Star Award	TSA-1	Select
	Seeonee Award	TSA-2	Select
Add Commendation	Chief Scout's Award	TSA-3	Select
	Queen's Venturer Award	TSA-4	Select
	Canadian Rover Scout Award	TSA-5	Select

#### Still need Help? Contact atlantic.membershipservices@scouts.ca



#### Add Recognition Details

Chief Scout's Award	
COMMENTS	
	6
APPLICATION DATE	APPROVAL DATE
Format: mm/dd/yyyy	Format: mm/dd/yyyy
RECOGNITION DATE	
Format: mm/dd/yyyy INDIVIDUAL NAME	•
Hart Azlyn Cavelle	
SAVE	