

Online Membership Registration System (OMRS)

FOLLOW THE STEPS for UNIT REGISTRATION

- GROUP REGISTRATION
- MY SCOUTS
- NEW UNIT REGISTRATION (CURRENT FISCAL YEAR)
- RENEW UNITS
- PAYMENT (REGISTRATION FEE)

https://online.nepalscouts.org

(Sign Up/Master Registration to get the system access)



GROUPS

Group (School/ Institute)

- Add your Group by new users.
- If you are already added by your colleague (for e.g. Male scout master registered the group where your are involved, female scout master will be already added in the group), you do not require to register.
- If you have registered your Group in previous year, it's not required to add again.
- If Group has be to transferred incase of users have left or with any other condition, contact Province Scout office.



tep 2

MY SCOUTS

- Add all the Scout members details as per their respective Group (School/Institute).
- If scout members are already listed in My Scouts, you do not required to add again because every Scout will get only once Identification code i.e. ID Card number.
- Registered scout member's personal details can be edited if required.



Step 3

NEW UNIT REGISTRATION

- After adding all your Scouts details in My Scouts section, you can start filling the New Unit Registration.
- As per the Registration Renewal Manual, male Scout Leaders are only allowed to register only male scouts (for eg. BTC holder Scout Master is only allow to register Boy Scouts NOT Girl Scouts). Same things applies to female Scout Leaders as well.
- Male (Female) Scout master will have access to register only male (Female) scouts, whereas Female (male) scout master will have access to register female (Male) scouts only.



RENEW UNITS

- Renew your unit will be enable if you have registered (units) in previous year.
- While renewing, Scout Master can edit details (like, Ranking, Position, add or minus patrol members)
- In renewal process you may need to change the Ranking and Position of scouts in their patrol, in this case editing is enable.



PAYMENT

- After successful Unit Registration (New/Renew) and approval by Local/Province Scout Office, payment panel will be activate where online (esewa/bank transfer) or bank deposit payment can be made.
- Only after first (filled) unit payment, system will allow to fill the another unit registration.

Step

NEPAL SCOUTS NATIONAL HEADQUARTERS





Step 5 UNIT REGISTRATION PAYMENT

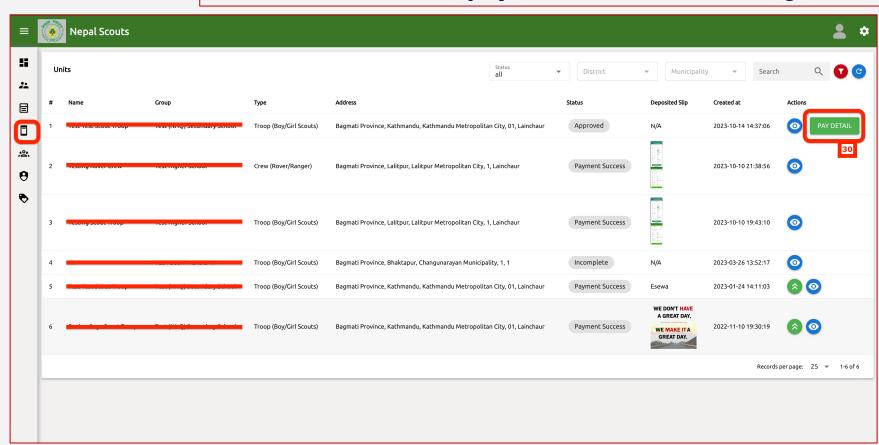
https://online.nepalscouts.org/units/all/status





Online Membership Registration System (OMRS)

How to pay New or Renew Unit Registration?



NEW OR RENEW UNIT REGISRATION is the portal to pay the Unit Registration fee.

<- Follow instruction and see the number also indicated in left screenshot.</p>

30. Pay Detail: Click here to enter the payment portal.

Note:

 After successful Unit Registration (New/Renew) and approval by Local/Province Scout Office, payment panel will be activate where online (esewa/bank transfer) or bank deposit payment can be made.

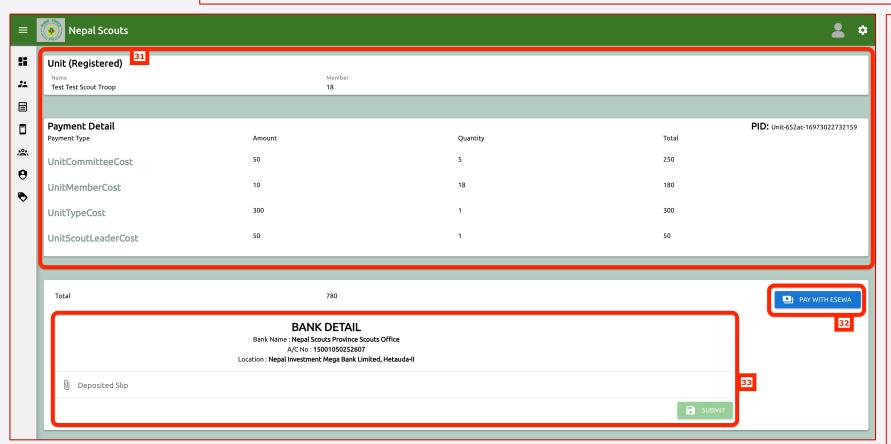
NEPAL SCOUTS
NATIONAL HEADQUARTERS





Online Membership Registration System (OMRS)

How to pay New or Renew Unit Registration?



NEW OR RENEW UNIT REGISRATION is the portal to pay the Unit Registration fee.

- <- Follow instruction and see the number also indicated in left screenshot.</p>
 - **31. Unit (Registered) > Payment Details: View** the registration fee calculation of your approved Unit.
 - **32. Pay with Eeswa: Click here** to pay the registration fee via esewa platform.
 - **33. Bank Detail:** You will view the bank details, if your are transferring fee via ebanking or bank deposit. After successful transfer or bank deposit, upload the screenshot of bank transfer or bank voucher in Deposit slip section. Finally click the SUBMIT. And Unit registration will be accomplished.

Note:

 Only after first (filled) unit payment, system will allow to fill the another unit registration.

> NEPAL SCOUTS NATIONAL HEADQUARTER





Online Membership Registration System (OMRS)

How to pay New or Renew Unit Registration?

Please login to make your payment		
Transaction Details		Login
Nepal Scouts Province 3	NPR	eSewa ID:
Product Amount:	710.00	Copulation of the Copulation o
Tax Amount:	0.00	
Service Charge:	0.00	Password:
Delivery Charge:	0.00	
Total Amount:	710.00	LOGIN CANCEL

NEW OR RENEW UNIT REGISRATION is the portal to pay the Unit Registration fee.

<- Follow instruction and see the number also indicated in left screenshot.</p>

Note:

o Payment via esewa demo.

NEPAL SCOUTS





Where to get the Support materials?

Darta Nabikaran Nirdesika.: https://bit.ly/34Cm7rE Online Registration Manual: https://bit.ly/3DjNBzl

Online Registration Portal : https://online.nepalscouts.org





Support

Online Membership Registration System (OMRS)

Darta Nabikaran Nirdesika.: https://bit.ly/34Cm7rE Online Registration Manual: https://bit.ly/3DjNBzl

Online Registration Portal : https://online.nepalscouts.org/dashboard

Registration Tutorial Video: https://bit.ly/3uWXcs8

Scout Master

- Create Login
- Warrant Card Application
- Unit (Group)/Institute Registration
- Unit Renew/Registration

Province Scout Office

- Endorse & Verification for Approval
- Support to all the Scout Masters at

National Headquarters

- Membership Database Support to Province Scout Officer

