

The merit badge counselor is a key player in the Boy Scout advancement program. Whatever your area of expertise or interest—whether it is a special craft or hobby (basketry, leatherwork, coin collecting), a profession (veterinary medicine, aviation, engineering), or perhaps a life skill (cooking, personal management, communications)—as a merit badge counselor, you can play a vital role in stirring a young man's curiosity about that particular topic. By serving as a merit badge counselor, you offer your time, knowledge, and other resources so that Scouts can explore a topic of interest.

Background – The Scouting Program and Merit Badges

Understanding the Scouting Program

The Scouting program emphasizes helping young men develop character, citizenship, and mental and physical fitness. Among the handful of methods used to build on these aims of Scouting are adult association, leadership development, and advancement.

Besides parents and relatives, schoolteachers, religious leaders, and possibly coaches, most Scout-age youth don't have much contact with many other adults or professionals. A Scout's association with his merit badge counselors provides an excellent way for him to grow and gain confidence through exposure to quality adults who serve as positive role models and mentors to him. Meeting people from business and community leaders to trained specialists and enthusiastic hobbyists, a Scout can experience a chance for personal growth and a positive life-altering experience while in pursuit of a merit badge.

The Boy Scouts of America at a Glance

Since its founding in 1910, the Boy Scouts of America has maintained its purpose and mission to prepare youth to become responsible, participating citizens and leaders. Throughout the years, the Scout Oath and Law have served as the guiding light for BSA youth members.

To help carry out its mission, the BSA relies on more than 300 local councils. These service centers operate autonomously, sort of like franchises. Every local council has its own support staff and operates under the guidance of a Scout executive. To more efficiently serve its members, the local council is divided into districts, which are managed by district executives. The district executive serves as the grassroots contact between the local council and its volunteers.

Merit Badges

A merit badge is an award that is presented to a Scout when he completes the requirements for one of the merit badge subjects. The badge is only a small piece of khaki cloth with a design embroidered in color, but its significance is as large as the interest of the merit badge counselor who helps a Scout earn it.

Millions of Scouts "browse" among the more than 100 subjects, choosing those that seem most interesting to them. Some subjects are in craftwork, some in vocational fields, some in service to others, and many in cultural or life skills areas. In addition, certain merit badges are required for the Eagle Scout rank.

Bucks County Council Guide for Merit Badge Counselors

It is in the career fields that adults can make a vital impact on the life of a Scout by helping him with merit badges. Badges such as Entrepreneurship, Graphic Arts, Engineering, Chemistry, and many others provide the finest kind of orientation toward a possible career for the Scout.

Service clubs, unions, and professional societies often support the merit badge program through their vocational guidance committees. Members offer their services as counselors, and the group as a whole may help recruit and train counselors for districts or councils.

Merit badge counselors provide the means for Scouts to explore many subjects that may not be available to them otherwise. The Scout who has earned a number of merit badges gains confidence, finds greater purpose in life, and becomes a better person from his experience. This cannot happen without the service of thousands of merit badge counselors expert in particular subjects and interested in helping Scouts grow into men of character who are ready to take their place in the world as participating citizens. You are probably saying, "That's all great, but what do I do, and how do I do it?"

Getting Started – Expectations and Responsibilities

Responsibilities

Your task is to satisfy yourself that each Scout who comes to you meets all the requirements for the merit badge. In this sense you are an examiner, though your larger opportunity lies in coaching and helping the Scout meet the challenge of the requirements and making him aware of the deeper aspects of the subject through your knowledge and experience.

As a merit badge counselor, your mission is to join fun with learning. You are both a teacher and mentor to the Scout as he works on a merit badge and learns by doing. By presenting opportunities for growth via engaging activities like designing a Web page (Computers), performing an ollie and a wheelie (Snowboarding), or fabricating rope (Pioneering), you can pique a young man's interest in the merit badge subject. Just think: Your hands-on involvement could inspire a Scout to develop a lifelong hobby, pursue a particular career, or become an independent, self-supporting adult.

As a Merit Badge Counselor, you must agree to:

- Follow the requirements of the merit badge, making no deletions or additions, ensuring that the advancement standards are fair and uniform for all Scouts.
- Have a Scout and his buddy present at all instructional sessions.
- Renew your registration annually if I plan to continue as a Merit Badge Counselor.

Qualifications

Merit badge counselors must be members of the Boy Scouts of America. A counselor must have approval from the BSA local council, but there is no cost to serve. All volunteers are expected to complete BSA Youth Protection training within 90 days of assuming a leadership position. This training is available online at <http://olc.scouting.org>.

To qualify as a Merit Badge Counselor, you must:

- Be at least 18 years old.

Bucks County Council Guide for Merit Badge Counselors

- Be proficient in the merit badge subject by vocation, avocation, or special training.
 - Vocation: Is this subject in line with your job, business, or profession?
 - Avocation: Do you follow this subject as a hobby, having more than a working knowledge of the requirements?
 - Special Training: If not, do you have any special training or other qualifications for this subject?
- Be able to work with Scout-age boys.
- Be registered with the Boy Scouts of America
- Complete and submit the BSA Merit Badge Counselor Information Form (No. 33405), indicating which Merit badges you wish to counsel.

First Badges – How a Scout May Contact You

A Scout first expresses an interest in a particular merit badge by letting his unit leader know. To get him started, the leader may give him a signed Application for Merit Badge (blue card) along with the name and telephone number of a district/council approved merit badge counselor. The Scout then contacts the merit badge counselor and makes an appointment. The merit badge counselor sets a date and time to meet with the Scout and his buddy, and may suggest the Scout bring the merit badge pamphlet along with the blue card.

At the first meeting, the Scout and his merit badge counselor review and start working on the requirements. In some cases, the Scout may share with the merit badge counselor the work he has started or accomplished. As the merit badge counselor, you and the Scout work out a tentative schedule for completing the requirements. You should consider both short-term and long-term goals, keeping other obligations (school, Scouting, sports, and so on) in mind, and set dates, times, and a location for future meetings. The number of meetings will depend on the difficulty of the requirements and the preparation and ability of the Scout.

Your duty is to be satisfied that each Scout who comes to you meets all the requirements for the merit badge you are coaching. You do this by helping Scouts overcome the different hurdles of the requirements and making them aware of the deeper aspects of the subject through their learning experience. You may tell about your own experiences to help positively reinforce the subject matter. However, you may not tack on new requirements or extra work. While you may guide and instruct a Scout on the subject matter, he must do the work himself.

Outline of How the Badge May Be Completed

1. The Scout contacts you, probably by phone. You may tell him what is expected of him over the phone, or you may want to make an appointment to discuss this with him face-to-face. Personal contact will make earning the badge a better experience for you both.
2. On his first visit, the Scout should bring a merit badge application signed by his Scoutmaster, Varsity Scout Coach, or Venturing Advisor. He must always be accompanied by a buddy.
3. In your discussion of what is expected, you may want to start by finding out what the Scout already knows. Spend some time helping him learn the remaining requirements, or give guidance in completing projects. You can set up additional meetings with the Scout—not only for the purpose of passing him on the requirements, but rather to help him understand the subject.
4. The Scout, along with his buddy, should make another appointment with you when he thinks he is prepared to prove his ability. You set the date, time, and place.

Bucks County Council Guide for Merit Badge Counselors

5. This review session might be approached by the Scout with some apprehension. He is familiar with final exams in school and may see this meeting with you as another such experience. You can help a great deal by putting him at ease. Talk with him rather than grill or examine him. There is a big difference, yet you can still find out what he knows. Express honest enthusiasm for the things he has done, particularly if projects are involved. Your approval will give the Scout confidence.
6. When he meets you, he should bring with him the projects required for completion. If these cannot be transported, he should present satisfactory evidence, such as a photograph of the project or adult certification. His Scoutmaster, Varsity Scout Coach, or Venturing Advisor might, for example, certify that a satisfactory bridge or tower has been built for Pioneering, or that the required meals were prepared for the Cooking merit badge. Your responsibility, in addition to coaching, is to satisfy yourself that the requirements have been met. Question the Scout and, if you have any doubts, contact the adult who signed the statement.
7. When you are satisfied that the Scout has met the requirements, you sign his merit badge application.

You may work with many Scouts each year as they earn merit badges. However, you might only work with a few. Your contact with these Scouts is tremendously important. Your influence is measured not by the number of Scouts with whom you work, but by the effect upon the lives of those with whom you have an opportunity to work.

Throughout your association with the Scout, keep in mind that you are in reality assisting the Scoutmaster, the Varsity Scout Coach, Venturing Advisor, and other troop and team leaders in the advancement program that the Scoutmaster, Varsity Scout Coach, or Venturing Advisor helps each Scout plan. Often, the Scout's leader will help him select the merit badges he will earn for a particular award. Whether he earns the award or not, a merit badge counselor is always interested in the Scout's progress. You should feel free to discuss his work with the Scoutmaster, Varsity Scout Coach, or Venturing Advisor at any time.

Standards for Completion

The Scout is expected to meet the requirements as stated - no more and no less. Furthermore, he is to do exactly what is stated. If it says "show or demonstrate," that is what he must do. Just telling about it isn't enough. The same thing holds true for such words as "make," "list," "in the field," and "collect, identify, and label."

On the other hand, you cannot require more of a Scout than stated. You must not, for example, say, "I want to be sure you really know your stuff, so instead of the 20 items in your collection, you must have 50 to get my signature." You can suggest, encourage, and help the Scout to get 50 things, but you must not require it.

You might wonder, then, if the requirements as stated are the limits, what there is for you to do other than help the Scout with the specifics of these requirements. Actually, you can go far beyond the requirements in your discussions with the Scout. He probably will welcome your willingness to share your knowledge well beyond the requirements, and you will make a sincere contribution to him by doing so. But it isn't required. That's the key. The Scout does not have to show his knowledge of those things beyond the requirements.

You might stress the fact that while knowledge is necessary, whether he can put his knowledge to work is the important thing in life. As you work with the Scout you can give him indirect career guidance. Many merit badge subjects can acquaint a Scout with the career opportunities in various fields. In these cases

the merit badge work serves as an exploration in an adult work experience, showing him whether or not he has the interest or ability along such lines.

His activity also can expose him to the educational requirements of a subject area. You can provide the Scout with valuable information on career possibilities; show him what is most interesting to you and what is difficult. The final choice - the selection of what he will do with himself in life - is up to one person. That person is the Scout himself. However, he will appreciate your help in relating his merit badge work with his life as he goes to school, into business or a trade, and on into adult life.

Recordkeeping

If you are using the standard blue cards, both the Scout and his unit advancement chair will have a record of the Scout having earned the merit badge, but as a courtesy most instructors keep some record of completion should the Scout need to prove completion when other records are not available. You may wish to retain the "Counselor's Record" portion of the blue card or keep a running record either physically or electronically to document completion. Many Scouts have earned Eagle only because their counselor kept quality records when the Scout and his unit did not.

You may choose to also record the incremental advancement of the Scout, but this is not required if the blue card is updated as the Scout completes requirements. If you are dealing with several Scouts, you may wish to sign off on blue cards as the Scouts are tested for each requirement or at the end of group sessions once competence in a skill or knowledge has been demonstrated by all Scouts present.

Some Questions You May Have

Where Do You Meet?

If the merit badge subject relates to your position or profession, then your place of work might be the best place to meet with Scouts. Hobby-related subjects usually are handled in your home. Here you will have the proper materials for use in coaching Scouts. For a few subjects, coaching will happen in the field or where special equipment is at hand. Rowing, Rifle Shooting, Swimming, and Astronomy are good examples.

How Many at a Time?

Frequently the skills of a subject can be taught to several Scouts at one time. This has a time advantage for you. However, completing the requirements must always be done on an individual basis. A Scout may not qualify for merit badges by just being a member of a group that is instructed in skills.

Scouts must qualify by personally satisfying their merit badge counselor that they can meet all the requirements. This may be hard to do in a group. When one Scout in a group answers a question, that can't possibly prove all the other group members know the answer. Then, too, each Scout learns at his own pace. No Scout should be held back or pushed ahead by his association with a group.

So remember you can coach more than one at a time, but only one Scout at a time can satisfy you that he has met the requirements.

Can You Sell Your Subject?

Boy Scout troops and Varsity Scout teams constantly seek program materials for meetings. If you would like to expand interest in your subject and to attract more Scouts to earn the merit badge, contact Scoutmasters and Varsity Scout Coaches in your area and offer to attend a troop or team meeting to "sell your subject." Not all Scouts will be interested in the subject, so plan an exciting 10- or 15-minute presentation designed to tickle the fancy of your audience. Then, offer to meet after the meeting with those who are really interested to plan for your next get-together.

Do You Need a Merit Badge Pamphlet?

The information in the pamphlet is probably familiar to you, but it will help you to know what the Scout has read. The pamphlets are written for Scout-age boys. They also contain suggestions for projects.

It's a good idea to obtain the latest printing of the pamphlet on your subject. It will contain the latest requirements and information. The printing date can be found on page 2 of each pamphlet. A complete list of merit badge pamphlets is printed on the inside back cover of all pamphlets with the latest revision date of each. By checking this list in any current year's pamphlet, you can find out whether your pamphlet has been updated. Most pamphlets are reprinted each year, and the contents are updated periodically.

If you have suggestions for improvements in the requirements or pamphlet, please send your comments to: Boy Scout Division, Boy Scouts of America, 1325 West Walnut Hill Lane, P.O. Box 152079, Irving, TX 75015-2079.

Helpful Hints

Here are some simple tips that every merit badge counselor should keep in mind.

- Make the Scout feel welcome and relaxed.
- Stimulate the Scout's interest by showing him something related to the merit badge subject, but don't overwhelm him; remember, he is probably a beginner.
- Carefully review each requirement, start with easy skills or questions, and encourage practice.
- Insist that the Scout do exactly what the requirements specify. Many of the requirements involve hands-on activities that call for a Scout to show or demonstrate; make; list; discuss; or collect, identify, and label—and he must do just that.
- Don't make the requirement more difficult—or any easier—than stated. A Scout may undertake more activities on his own initiative, but he cannot be pushed to do so.
- During testing, the Scout might need help in a particular area or with a certain skill, and may need to be retested later to ensure the requirement has been fulfilled.
- Encourage self-evaluation and self-reflection, and establish an atmosphere that encourages the Scout to ask for help.
- Take a genuine interest in the Scout's projects, and encourage completion.



Boy Scouts of America MERIT BADGE COUNSELOR INFORMATION

(Please type or print.)

Name _____ Age _____ Business phone (____) _____

Address _____ Home phone (____) _____

City _____ State _____ Zip code _____

To qualify as a merit badge counselor, you must

- Be at least 18 years old.
- Be proficient in the merit badge subject by vocation, avocation, or special training.
- Be able to work with Scout-age boys.
- Be registered with the Boy Scouts of America.

As a merit badge counselor, I agree to

- Follow the requirements of the merit badge, making no deletions or additions, ensuring that the advancement standards are fair and uniform for all Scouts.
- Have a Scout and his buddy present at all instructional sessions.
- Renew my registration annually if I plan to continue as a merit badge counselor.

	Vocation	Avocation	Special training
	Is this subject in line with your job, business, or profession? If yes, give brief information on the reverse side.	Do you follow this subject as a hobby, having more than a "working knowledge" of the requirements? If yes, give brief information on the reverse side.	If not, do you have any special training or other qualifications for this subject? If yes, give brief information on the reverse side.
List merit badge subjects here.			
1. _____			
2. _____			
3. _____			
4. _____			
5. _____			
6. _____			
7. _____			

CHECK ONE:

I wish to work only with _____
Unit number

I wish to work with all units.

Signature _____ Date _____

Note: The BSA Adult Registration Application must be attached.

Council approval by _____ Date _____

#34405



BOY SCOUTS OF AMERICA ADULT APPLICATION

The mission of the Boy Scouts of America is to prepare young people to make ethical and moral choices over their lifetimes by instilling in them the values of the Scout Oath and Scout Law.

In a Cub Scout pack, Boy Scout troop, Varsity Scout team, Venturing crew, or Sea Scout ship—or in any position in a district or council—your participation is a service to your community and helps youth become better citizens.

As members of the Boy Scouts of America, high-quality adult leaders are important role models for youth. This application helps the chartered organization to select qualified leaders to serve as volunteers. Thank you for completing this application in full. See instructions on the inside cover.

BY SUBMITTING THIS APPLICATION YOU ARE AUTHORIZING
A CRIMINAL BACKGROUND CHECK OF YOURSELF.
THIS CHECK WILL BE MADE FROM PUBLIC RECORD SOURCES.
YOU WILL HAVE AN OPPORTUNITY TO
REVIEW AND CHALLENGE ANY ADVERSE
INFORMATION DISCLOSED BY THE CHECK.

IF YOU WOULD LIKE A COPY OF YOUR CRIMINAL BACKGROUND
REPORT, PLEASE CONTACT YOUR LOCAL COUNCIL OFFICE.

Youth Protection Training

All applicants for membership are required to complete Youth Protection training before submitting this application and before volunteer service with youth begins. It is available online at www.scouting.org and each local council provides training to leaders on a regular basis throughout the year.

For more information, refer to the back of this application.



BOY SCOUTS OF AMERICA®

Purpose of the Boy Scouts of America

The purpose of the Boy Scouts of America is to promote, through cooperation with other agencies, the ability of youth to do things for themselves and others, and to teach youth patriotism, courage, self-reliance, and kindred virtues. In achieving this purpose, emphasis is placed upon the Boy Scouts of America's educational program and its oaths, promises, and codes for character development, citizenship training, and mental and physical fitness.

Excerpt From Declaration of Religious Principle

The Boy Scouts of America maintains that no member can grow into the best kind of citizen without recognizing an obligation to God and, therefore, recognizes the religious element in the training of the

member, but it is absolutely nonsectarian in its attitude toward that religious training. Its policy is that the home and organization or group with which the member is connected shall give definite attention to religious life. Only persons willing to subscribe to these precepts from the Declaration of Religious Principle and to the Bylaws of the Boy Scouts of America shall be entitled to certificates of leadership.

Leadership Requirements

The applicant must possess the moral, educational, and emotional qualities that the Boy Scouts of America deems necessary to afford positive leadership to youth. The applicant must also be the correct age, subscribe to the precepts of the Declaration of Religious Principle, and abide by the Scout Oath or Promise, and the Scout Law.

APPROVAL REQUIRED—UNIT SCOUTERS

Unit committee chairman approves all adult unit members except the chartered organization representative and committee chairman.

Chartered organization head or chartered organization representative. The chartered organization representative is approved by the head of the chartered organization. Following approval by the unit

committee chairman, all other adult unit members must be approved by the head of the chartered organization or the chartered organization representative.

Scout executive or designee must approve all unit Scouters.

APPROVAL REQUIRED—COUNCIL and DISTRICT SCOUTERS

Scout executive or designee must approve all council and district Scouters.

Scouting magazine. This magazine is sent to all registered, paid adult members.

Boys' Life. Registered adults get a special rate of \$12 a year (half the regular rate of \$24 a year). For a subscription to a great magazine and up-to-date information on boys and Scouting, just attach the appropriate amount and fill in the *Boys' Life* circle. Please calculate and remit the appropriate state and local taxes. On late registrations it may be necessary to deliver back issues.

Qualification. Adult citizens, or adult noncitizens who reside within the country, may register with the Boy Scouts of America in any capacity if they agree to abide by the Scout Oath or Promise and the Scout Law, to respect and obey the laws of the United States of America, and to subscribe to the precepts of the Declaration of Religious Principle. All leaders must be 21 years of age or older, except assistant Scoutmasters, assistant den leaders, assistant Cubmasters, assistant Webelos den leaders, and assistant Varsity Scout coaches, who must be 18 or older. No one may register in more than one position in the same unit, except the chartered organization representative (who can multiple only as the committee chairman (CC) or a committee member (MC)) and the ScoutParent unit coordinator (who may multiple as chartered organization representative (CR), assistant den leader (DA), assistant Webelos den leader (WA), assistant Scoutmaster (SA), assistant Varsity Scout Coach (VA), mate (MT), and Leader of 11-year-old Scouts (10)).

Youth Protection. Youth safety is the No. 1 concern of the Boy Scouts of America. Sexual abuse is a serious societal problem and it can happen anywhere. The BSA has more than 1 million volunteer leaders and needs your help in combating misconduct by any volunteer leader. If you suspect that a leader has behaved inappropriately with a child, immediately contact the Scout executive and the local police.

Ethnic Background Information. The BSA receives inquiries from various agencies regarding racial composition. Please fill in the appropriate circle on the application to indicate ethnic background.

BSA Privacy Policy. The Boy Scouts of America protects the confidentiality of the names and personal information of those who are affiliated with the movement. No commercial or unauthorized use is made of the names, addresses, and other confidential information of members. Access to this information is strictly limited.

This application is designed to be an information-gathering aid. Answers given by the applicant are to be verified in those instances where a legitimate question arises as to his/her qualifications.

INSTRUCTIONS

Unit Scouters

1. Complete and sign the top copy. Keep the back copy (applicant copy) and give the remaining copies to the committee chairman with the proper fees.
2. After the application has been reviewed and, if necessary, references checked by the unit committee, secure the approvals. The process set forth in the publication *Selecting Quality Leaders*, No. 522-981, must be completed for all positions of Scoutmaster, assistant Scoutmaster, Varsity Coach, and assistant Varsity Coach.
3. The committee chairman keeps the unit copy, gives one copy to the chartered organization, and forwards the remaining copy to the local council service center for approval and processing.

Council and District Scouters

1. Complete and sign the application.
2. Send the proper fee and all three copies of the application to the local council service center for approval and processing.

FEE CHART			UNIT POSITION CODE	
Months	Registration	Boys' Life	CR	Chartered organization representative
1	1.25	—	CC	Committee chairman
2	2.50	2.00	MC	Committee member
3	3.75	3.00	SM	Scoutmaster
4	5.00	4.00	SA	Assistant Scoutmaster
5	6.25	5.00	NL	Crew Advisor
6	7.50	6.00	NA	Crew associate Advisor
7	8.75	7.00	SK	Skipper
8	10.00	8.00	MT	Mate
9	11.25	9.00	VC	Varsity Scout Coach
10	12.50	10.00	VA	Assistant Varsity Scout Coach
11	13.75	11.00	CM	Cubmaster
12	15.00	12.00	CA	Assistant Cubmaster
			WL	Webelos den leader
			WA	Assistant Webelos den leader
			DL	Den leader
			DA	Assistant den leader
			TL	Tiger Cub den leader
			PT	Pack trainer
			PC	ScoutParent unit coordinator
			10	Leader of 11-year old Scouts (LDS Troop)
			88	Lone Cub Scout friend and counselor
			96	Lone Scout friend and counselor
				ScoutParents (PS) and Tiger Cub adult partners (AP) complete the bottom portion of the youth application.

Tips for completing the Application for Adult Membership: (Use blue or black ink)

- Print—do not use cursive.
- Use black or dark blue ink.
- Press firmly when printing.
- Print one letter only in each box.
- Use upper-case letters and stay within the blue boxes for legibility.
- Fill in circles; do not use check marks.
- Make sure you have all needed signatures on application.
- Don't alter the application—it could affect the quality of the scan.

Mailing address example:

7	0	3		F	I	R	S	T		S	T
---	---	---	--	---	---	---	---	---	--	---	---

Instructions:

Please read the Disclosure/Authorization Form on the back of this page. In the space provided at the bottom of the statement, fill in the spaces for your name, signature, and date to acknowledge your review of the form.

This Disclosure/Authorization Form and the Boy Scouts of America Adult Application must be signed and turned in together to complete the application process.

DISCLOSURE/AUTHORIZATION FORM

NOTICE TO APPLICANT REGARDING BACKGROUND CHECK

In order to safeguard the youth in our program, the Boy Scouts of America will procure consumer reports on you in connection with your application to serve as a volunteer, and the Boy Scouts of America may procure additional consumer reports at any time during your service as a volunteer in order to evaluate your continued suitability for volunteer service. The Boy Scouts of America has contracted with LexisNexis, a consumer reporting agency, to provide the consumer reports. LexisNexis may be contacted by mail at LexisNexis, 1000 Alderman Drive, Alpharetta, GA 30005 or by telephone at 800-845-6004.

The consumer reports may contain information bearing on your character, general reputation, personal characteristics, and mode of living. The types of information that may be obtained include but are not limited to Social Security number verification, sex offender registry checks, criminal records checks, inmate records searches, and court records checks. The information contained in these consumer reports may be obtained by LexisNexis from public record sources.

The consumer reports will not include credit record checks or motor vehicle record checks.

The nature and scope of the consumer reports are described above. Nonetheless, you are entitled to request a complete and accurate disclosure of the nature and scope of such reports by submitting a written request to LexisNexis at the address listed above. Additional notices for applicants in California, New York, Minnesota, and Oklahoma are provided.

APPLICANT'S ACKNOWLEDGMENT AND AUTHORIZATION

I have carefully read this notice and authorization form and I hereby authorize the Boy Scouts of America and LexisNexis to procure a consumer report, which as described above will include information relating to my criminal history as received from reporting agencies. I understand that this information will be used to determine my eligibility for a volunteer position with the Boy Scouts of America. I also understand that as long as I remain a volunteer, additional consumer reports may be procured at any time. I understand that if the Boy Scouts of America chooses not to accept my application or to revoke my membership based on information contained in a consumer report, I will receive a summary of my rights under the Fair Credit Reporting Act and contact information for the reporting agency, LexisNexis.

ADDITIONAL NOTICES TO CALIFORNIA, MINNESOTA, OKLAHOMA, AND NEW YORK APPLICANTS

California

Under California law, the consumer reports described above that the Boy Scouts of America will procure on you are defined as investigative consumer reports. These reports will be procured in connection with your application to serve as a volunteer, and additional reports may be procured at any time during your service as a volunteer in order to evaluate your continued suitability for volunteer service. The reports may include information on your character, general reputation, personal characteristics, and mode of living.

Under section 1786.22 of the California Civil Code, you may inspect the file maintained on you by LexisNexis, during normal business hours and with proper identification. You may also obtain a copy of this file, upon submitting proper identification and paying the costs of duplication, by appearing at LexisNexis offices in person, during normal business hours and on reasonable notice, or by certified mail upon making a written request. You may also receive a summary of the information contained in this file by telephone. LexisNexis will provide trained personnel to explain any information furnished to you and will provide a written explanation of any coded information. This written explanation will be provided whenever a file is provided to you for visual inspection. If you appear in person, you may be accompanied by one other person of your choosing, who must furnish reasonable identification.

For Applicants in California, Minnesota, and Oklahoma Only

You have the right to request a free copy of any report procured on you. If you wish to receive a free copy of any report procured on you, check the box below.

I request a free copy of any report procured on me.

New York

As explained above, a consumer report will be requested in connection with your application, and additional consumer reports may be requested during the course of your service with the Boy Scouts of America. You have the right, upon request, to be informed whether or not a consumer report was requested and, if a consumer report was requested, of the name and address of the consumer reporting agency that furnished the consumer report.

My signature below indicates that I have read, understand, and accept the accompanying disclosures and acknowledgments.

First name (No initials or nicknames) Please print.

Middle name

Last name

Suffix

Signature of applicant

Date

Unit No.

ADULT APPLICATION

524-501A

This form is read by machine. Please print the numbers and letters as shown:

1 2 3 4 5 6 7 8 9 0 A B C D E F G H I

The information obtained in this form is for the internal use of the BSA only.

UNIT SCOUTERS (Fill in the circle.)

Pack Troop Team Crew Ship Unit No. [] [] [] OR [] [] [] []

Council/district position

District name

1. Scouting background. Position Council Year

2. Experience working with youth in other organizations.

3. Previous residences (for last five years). City State

4. Current memberships (religious, community, business, labor, or professional organizations).

5. References. Please list those who are familiar with your character as it relates to working with youth. References will be checked when necessary.

Name Telephone () Name Telephone () Name Telephone ()

6. Additional information. (Mark each answer.) Yes or No

- a. Do you use illegal drugs? Yes No
b. Have you ever been convicted of a criminal offense? (If yes, explain below.) Yes No
c. Have you ever been charged with child neglect or abuse? Yes No
d. Has your driver's license ever been suspended or revoked? (If yes, explain below.) Yes No
e. Other than the above, is there any fact or circumstance involving you or your background that would call into question your being entrusted with the supervision, guidance, and care of young people? (If yes, explain below.) Yes No

EXPIRE DATE [] [] / [] [] / [] [] [] []

TERM [] [] MONTHS New leader Former leader

If applicant has an unexpired membership certificate; registration may be accomplished in this unit by paying \$1 for processing the transfer. Mark and attach certificate. It will be returned by the council.

TRANSFER FROM: COUNCIL NO. [] [] [] TYPE OF UNIT [] [] [] [] UNIT NO. [] [] [] []

Please print one letter in each space—press hard; you are making three copies.

First name (No initials or nicknames) Middle name Last name Suffix

Have you completed: Youth Protection training Fast Start training

Country Mailing address City State Zip code

Home phone Business phone Ext. Cell phone

Date of birth (mm/dd/yyyy) Ethnic background: Driver's license No. State

Gender Social Security No. (required) Occupation Employer

Country Business address City State Zip code

Position Code Scouting position (description) Are you an Eagle Scout? Date earned (mm/dd/yyyy)

E-mail address (Select one) Work Home Boys' Life subscription

I understand that: a. The information that I have provided may be verified, if necessary, by contacting persons or organizations named in this application... b. In signing this application, I have read the attached information and apply for registration with the Boy Scouts of America.

APPROVALS FOR UNIT SCOUTERS We are unaware of anything contrary to the information stated in this application. This application has been reviewed according to BSA procedures and this applicant meets the leadership qualifications of the Boy Scouts of America:

Signature of unit committee chairman Date

Signature of chartered organization head or representative Date

(ACCEPTED) Signature of Scout executive or designee Date

APPROVAL FOR COUNCIL AND DISTRICT SCOUTERS We are unaware of anything contrary to the information stated in this application. This application has been reviewed according to BSA procedures and this applicant meets the leadership qualifications of the Boy Scouts of America:

Signature of Scout executive or designee Date

Signature of applicant Date Registration fee \$ [] [] . [] []

Boys' Life fee \$ [] [] . [] []

LOCAL COUNCIL COPY

Retain on file for three years.

ADULT APPLICATION

524-501A

UNIT SCOUTERS (Fill in the circle.)

The information obtained in this form is for the internal use of the BSA only.

Pack

Troop

Team

Crew

Ship

Unit No.

OR

Council/district position

1. Scouting background. Position Council Year

EXPIRE DATE

TERM MONTHS New leader Former leader

District name

2. Experience working with youth in other organizations.

If applicant has an unexpired membership certificate; registration may be accomplished in this unit by paying \$1 for processing the transfer.

TRANSFER FROM: COUNCIL NO. TYPE OF UNIT UNIT NO.

3. Previous residences (for last five years). City State

Please print one letter in each space—press hard; you are making three copies.

First name (No initials or nicknames) Middle name Last name Suffix

4. Current memberships (religious, community, business, labor, or professional organizations).

Have you completed: Youth Protection training Fast Start training

5. References. Please list those who are familiar with your character as it relates to working with youth.

Country Mailing address City State Zip code

Name Telephone Name Telephone Name Telephone

Home phone Business phone Ext. Cell phone

Date of birth (mm/dd/yyyy) Ethnic background: Black/African American Native American Alaska Native Asian Caucasian/White Hispanic/Latino Pacific Islander Other Driver's license No. State

6. Additional information. (Mark each answer.) Yes or No

Gender Social Security No. (required) Occupation Employer

a. Do you use illegal drugs? b. Have you ever been convicted of a criminal offense? c. Have you ever been charged with child neglect or abuse? d. Has your driver's license ever been suspended or revoked? e. Other than the above, is there any fact or circumstance involving you or your background that would call into question your being entrusted with the supervision, guidance, and care of young people?

Country Business address City State Zip code

Position Code Scouting position (description) Are you an Eagle Scout? Date earned (mm/dd/yyyy)

E-mail address (Select one) Work Home Boys' Life subscription

I understand that: a. The information that I have provided may be verified... b. In signing this application, I have read the attached information...

APPROVALS FOR UNIT SCOUTERS We are unaware of anything contrary to the information stated in this application.

Signature of unit committee chairman Date

Signature of chartered organization head or representative Date

(ACCEPTED) Signature of Scout executive or designee Date

APPROVAL FOR COUNCIL AND DISTRICT SCOUTERS We are unaware of anything contrary to the information stated in this application.

Signature of Scout executive or designee Date

Signature of applicant Date

Registration fee \$

Boys' Life fee \$

UNIT COPY

Retain on file for three years.

ADULT APPLICATION

524-501A

UNIT SCOUTERS (Fill in the circle.)

Council/district position

The information obtained in this form is for the internal use of the BSA only.

Pack

Troop

Team

Crew

Ship

Unit No.

OR

District name

EXPIRE DATE

TERM

MONTHS

New leader

Former leader

If applicant has an unexpired membership certificate; registration may be accomplished in this unit by paying \$1 for processing the transfer. Mark and attach certificate. It will be returned by the council.

TRANSFER FROM:

COUNCIL NO.

TYPE OF UNIT

UNIT NO.

Please print one letter in each space—press hard; you are making three copies.

First name (No initials or nicknames)

Middle name

Last name

Suffix

Have you completed: Youth Protection training

Fast Start training

Country

Mailing address

City

State

Zip code

Home phone

Business phone

Ext.

Cell phone

Date of birth (mm/dd/yyyy)

Ethnic background:

Black/African American

Native American

Alaska Native

Asian

Caucasian/White

Hispanic/Latino

Pacific Islander

Other

Driver's license No.

State

Gender

M F

Social Security No. (required)

Occupation

Employer

Country

Business address

City

State

Zip code

Position Code

Scouting position (description)

Are you an Eagle Scout?

Yes No

Date earned (mm/dd/yyyy)

E-mail address

Work

(Select one)

Home

@

Boys' Life subscription

I understand that:

a. The information that I have provided may be verified, if necessary, by contacting persons or organizations named in this application, or by contacting any person or organization that may have information concerning me, or by conducting a criminal background check. I hereby release and agree to hold harmless from liability any person or organization that provides information. I also agree to hold harmless the chartered organization, local council, Boy Scouts of America, and the officers, employees, and volunteers thereof.

b. In signing this application, I have read the attached information and apply for registration with the Boy Scouts of America. I agree to comply with the Charter and Bylaws, and the Rules and Regulations of the Boy Scouts of America and the local council. I affirm that the information I have given on this form is true and correct. I have completed Youth Protection training and will follow the Youth Protection guidelines.

Signature of applicant

Date

Registration fee \$

APPROVALS FOR UNIT SCOUTERS

We are unaware of anything contrary to the information stated in this application. This application has been reviewed according to BSA procedures and this applicant meets the leadership qualifications of the Boy Scouts of America:

Signature of unit committee chairman

Date

Signature of chartered organization head or representative

Date

(ACCEPTED) Signature of Scout executive or designee

Date

Boys' Life fee \$

APPLICANT COPY

1. Scouting background.
Position Council Year

2. Experience working with youth in other organizations.

3. Previous residences (for last five years).
City State

4. Current memberships (religious, community, business, labor, or professional organizations).

5. References. Please list those who are familiar with your character as it relates to working with youth. References will be checked when necessary.

Name _____

Telephone (____) _____

Name _____

Telephone (____) _____

Name _____

Telephone (____) _____

6. Additional information. (Mark each answer.) Yes or No

a. Do you use illegal drugs? Yes No

b. Have you ever been convicted of a criminal offense? (If yes, explain below.) Yes No

c. Have you ever been charged with child neglect or abuse? Yes No

d. Has your driver's license ever been suspended or revoked? (If yes, explain below.) Yes No

e. Other than the above, is there any fact or circumstance involving you or your background that would call into question your being entrusted with the supervision, guidance, and care of young people? (If yes, explain below.) Yes No

APPROVAL FOR COUNCIL AND DISTRICT SCOUTERS

We are unaware of anything contrary to the information stated in this application. This application has been reviewed according to BSA procedures and this applicant meets the leadership qualifications of the Boy Scouts of America:

Signature of Scout executive or designee

Date

Retain on file for three years.

Training for New Volunteers

(Every Youth in Scouting Deserves a Trained Leader)



Welcome to Scouting! As a new Scout volunteer, you are joining our Scouting family, and we want you to understand how the program works. The Boy Scouts of America is committed to your success as a volunteer while serving young people. To help you be successful there are training materials designed for you.

So, How Do I Begin? Online or Through Your Council Service Center!

Fast Start training for Cub Scout, Boy Scout, Varsity, and Venturing leaders as well as Youth Protection training programs are available at www.scouting.org/training or through your local council's Web site.

Don't know your council's Web address? Go to www.scouting.org/localcouncillocator for assistance. Additional training opportunities and resources are available through your local council.

All applicants for membership are required to complete Youth Protection training before they submit this application and before volunteer service with youth begins. Attach proof of completion of Youth Protection training with this application.

What Makes a Trained Leader? (Check when completed)

- Cub Scout leaders** are considered trained when they have completed Cub Scout Leader Fast Start training*, Youth Protection training*, Cub Scout Leader Position-Specific Training* (for their position), and This Is Scouting.*
- Scoutmasters and assistant Scoutmasters** are considered trained when they have completed Boy Scout Leader Fast Start training*, Youth Protection training*, This Is Scouting*, Scoutmaster and Assistant Scoutmaster Leader Specific Training, and Introduction to Outdoor Leader Skills.
- Troop committee members** are considered trained when they have completed Boy Scout Leader Fast Start training*, Youth Protection training*, This Is Scouting*, and the Troop Committee Challenge* as their leader-specific training.
- Varsity Scout leaders and assistants** are considered trained when they have completed Varsity Scout Leader Fast Start training*, Youth Protection training*, This Is Scouting*, Varsity Scout Leader Specific Training, and Introduction to Outdoor Leader Skills.
- Venturing crew Advisors, assistant Advisors, and crew committee members** are considered trained when they have completed Venturing Advisor Fast Start training*, Youth Protection training*, This Is Scouting*, and Venturing Leader Specific Training (and Introduction to Outdoor Leader Skills for outdoor crews only).

What Is Youth Protection Training?

We seek to create as safe an environment as possible for young people to enjoy our program's activities. The Boy Scouts of America Youth Protection training addresses strategies for personal safety awareness for youth as well as adults. Age-appropriate programs and DVD materials include:

- **Youth Protection Guidelines: Training for Volunteer Leaders and Parents**—Adults come away with a much clearer awareness of the kinds of abuse, the signs of abuse, and how to respond and report should a situation arise. Youth Protection training must be taken every two years.
- **Youth Protection Guidelines: Training for Adult Venturing Leaders**—Designed to give guidance to the leaders in our teenage coed Venturing program. Supervision and relationship issues have a different focus regarding personal safety with this age group. Youth Protection training must be taken every two years.
- **It Happened to Me**—Developed for Cub Scout-age boys from 6 to 10 years old and their parents. It addresses the four rules of personal safety: Check first, go with a friend, it's your body, and tell.
- **A Time to Tell**—A video for Boy Scout-age boys from 11 to 14 years old—the target group for most molesters. It stresses the three R's of youth protection: Recognize, Resist, and Report.
- **Youth Protection: Personal Safety Awareness**—Developed for youth ages 13 through 20 in the coeducational Venturing program. It deals with issues pertinent to this age group.

Youth Protection training is available on www.scouting.org. Select the My Scouting tab and create a login to take the online Youth Protection training.



The Boy Scouts of America has adopted these policies primarily for the protection of our youth members; however, they also serve to protect our adult volunteers and leaders from false accusations of abuse.

Two-deep leadership—No one-on-one contact—Respecting privacy—Reporting problems

ScoutParents (www.scouting.org/scoutparents)

ScoutParents has been designed to increase youth and parent recruitment, retention, advancement, participation, dedication, and a passion for Scouting. Your involvement and commitment is essential to the success of your child's Scouting experience. We encourage the parents (guardians) for each child to:

1. Participate with them.
2. Go to and observe their meetings.
3. Be part of their unit's program—both weekly meetings and outings.
4. Support the program financially.
5. Coach them on their advancement and earning of recognition awards.
6. Help in at least one support role during the year.
7. Take Youth Protection training (available online).

*Available online at www.scouting.org/training.

