

MERIT BADGE COUNSELOR - APPLICATION PROCEDURES

In order to become a merit badge counselor, you must:

- A. Be at least 18 years of age**
- B. Be proficient in the merit badge subject by vocation or avocation**
- C. Be able to work with Scout-age boys**
- D. Be registered with the Boy Scouts of America.**

Regardless of whether or not you are a registered adult leader in another position, you must fill out completely and accurately a new Adult Application (form 28-501F). On the backside of the front page is a listing of Unit Position Codes. The Merit badge counselor is position code 42. In Addition, a Merit Badge Counselor Information form (#34405) must also be filled out completely and accurately and accompany the BSA Adult Application. The merit badge counselor position does not require a registration fee.

Once the applications have been completed, they must be submitted to your District Advancement Chairperson. The chairperson will do the following:

- 1. Obtain their respective District Executive's signature**
- 2. Make a copy of both applications and update their District's documentation**
- 3. Initial, or in some way, denote that they have reviewed and approved these applications**
- 4. Submit the original applications (with signatures) at the Council Advancement Meeting for processing**
- 5. File their copies of the applications for their records.**

At this point in time, the applicant is approved as a merit badge counselor. However, once the Council has input an applicant's data into the system and this applicant is subsequently negatively flagged, the applicant and District Advancement Chairman will be notified and the applicant will be removed as an approved merit badge counselor.