

HOW TO USE A Blue Card to earn a merit badge

Information for Applicant

- A merit badge application can be approved only by a registered merit badge counselor.
- You must have a buddy with you (Scout buddy system) at each meeting with the merit badge counselor.
- Turn in your approved application to your unit leader. You will be awarded the merit badge written and certificate at a suitable occasion.

Information for Counselor

- Merit badge applications must be signed in advance by the applicant's unit leader.
- This Scout must have his buddy (Scout buddy system) in attendance at all instructional sessions.
- You may not change any requirements, but you may share your knowledge or experience that will make the counseling more interesting and valuable.

Front

APPLICATION FOR MERIT BADGE

Name: _____
 Address: _____
 City: _____
 Is a registered Scout? Boy Scout Varsity Scout Venturer of _____
 District: _____ Troop, team, crew, ship: _____ No. _____
 Council: _____
 I have discussed this merit badge with this Scout and recommended at least one merit badge counselor.
 Date: _____ Signature of unit leader: _____

Back

COUNSELOR'S RECORD

Applicant: _____
 Troop: _____ Unit number: _____
 Team: _____
 Post: _____
 Merit Badge: _____
 Date Completed: _____
 Remarks: _____

The applicant has personally appeared before me and demonstrated to my satisfaction that he has met all requirements for the (please print): _____
 Name of Counselor: _____
 Address of Counselor: _____
 City: _____ ZIP Code: _____
 Telephone number of Counselor: _____
 Signature of counselor: _____ Date: _____
 Checked and received: _____
 Date: _____
 Certificate and badge presented: _____ Date: _____

APPLICANT'S RECORD

Name: _____
 Has given me his completed application for the Merit Badge: _____
 Completed on: _____ by _____
 Signature of Unit Leader: _____

NOTE TO BOY SCOUT, VARSITY SCOUT, OR EXPLORER: Retain this copy for your permanent records.

APPLICATION FOR MERIT BADGE

Name: John Scout
 Address: 12 Evergreen Terrace
 City: Springfield
 Is a registered Scout of: Boy Scout Varsity Scout Venturer of Troop No. 24
 District: Jehediah Springfield
 Council: Monorail Center
 I have discussed this merit badge with this Scout and recommended at least one merit badge counselor.
 Date: 12/12/12
N. Flanders
 Signature of unit leader

STEP ONE

A few merit badges have certain prerequisites but any registered Scout may work on any of them at any time after his unit leader has signed the blue card acknowledging that the Scout is registered, has discussed the merit badge with his unit leader and has secured a registered counselor. Scouts are free to choose any registered counselor (including their parents or other family members).

STEP TWO

The Scout contacts the counselor and arranges to meet them. Meetings may happen at the counselors office, work site, or home. They may begin discussing what the Scout already knows followed with coaching, guidance, and additional meetings. The Guide to Safe Scouting, and the "Sweet 16 of BSA Safety" must be followed. Scouts must not meet one-on-one with adults. Meetings must take place where others can view the interaction, or the Scout must have a buddy: a friend, parent, —or better yet, another Scout working on the same badge. The Scout should bring any required projects or evidence, such as photographs or certification.

The counselor records and initials the completed requirements and gives the Scout the whole blue card so he has a record of the work completed.

Merit Badge	Scout	Date	Signature
1	John Scout	12/12/12	N. Flanders
2			
3			
4			
5			
6			
7			
8			
9			
10			

When the Scout completes all the requirements with another registered counselor, or the same one he began working with then he follows the directions at the right

Scouts need not pass all requirements with one counselor. A subsequent counselor may choose not to accept partial work, but this should be rare. A Scout who believes he is being treated unfairly may work with his Scoutmaster to find another counselor. Partials have no expiration except the 18th birthday.

Once It Is Earned, It's Earned
 Once a registered and approved counselor has passed a Scout on requirements for a merit badge, it cannot be taken away. Nor does unit leadership have the authority to retract approval, or take the badge away. Even if a merit badge counselor were found to be improperly documented, it would be a rare occasion when a Scout would be penalized for the mistake of an adult volunteer.

STEP FOUR

The center panel is given to the advancement chairman who records the achievement and indicate they have done so by initialing and dating the card.

John Scout
 Has given me the requirements for the Merit Badge: Camping
MONITORIAL CENTER
 TR. 24 2/28/13
N. Flanders
 Signature of unit leader

When the badge and certificate are presented the date is noted here.

If not complete

When complete

when completed

STEP THREE

COUNSELORS RECORD

Scout: _____
 Troop: _____
 Unit number: 24
 Merit Badge: Camping
 Date Completed: 1-30-13
 Signature of counselor: _____
 Date: _____

The **COUNSELORS RECORD** panel is filled out. The counselor removes this part of the blue card and keeps it

APPLICANT'S RECORD

Name: John Scout
 Has given me his completed application for the Merit Badge: Camping
 Completed on: 1-30-13 by Dr. Julius Hibbert
 Signature of Unit Leader: _____
 Date: _____

The center panel is filled out and the counselor signs it.

APPLICANTS RECORD

Name: John Scout
 Has given me his completed application for the Merit Badge: Camping
 Completed on: 1-30-13 by Dr. Julius Hibbert
 Signature of Unit Leader: _____
 Date: _____

The **APPLICANTS RECORD** panel is filled out and the counselor signs it.

COUNSELORS RECORD

Scout: John Scout
 Troop: _____
 Unit number: 24
 Merit Badge: Camping
 Date Completed: 1-30-12
 Signature of counselor: _____
 Date: _____

APPLICANT'S RECORD

Name: John Scout
 Has given me his completed application for the Merit Badge: Camping
 Completed on: 1-30-12 by Dr. Julius Hibbert
 Signature of Unit Leader: _____
 Date: _____

APPLICANTS RECORD

Name: John Scout
 Has given me his completed application for the Merit Badge: Camping
 Completed on: 1-30-12 by Dr. Julius Hibbert
 Signature of Unit Leader: _____
 Date: _____

COUNSELORS RECORD

Scout: John Scout
 Troop: _____
 Unit number: 24
 Merit Badge: Camping
 Date Completed: 2/28/13
 Signature of counselor: _____
 Date: _____

APPLICANT'S RECORD

Name: John Scout
 Has given me his completed application for the Merit Badge: Camping
 Completed on: 2/28/13 by Dr. Julius Hibbert
 Signature of Unit Leader: _____
 Date: _____

APPLICANTS RECORD

Name: John Scout
 Has given me his completed application for the Merit Badge: Camping
 Completed on: 2/28/13 by Dr. Julius Hibbert
 Signature of Unit Leader: _____
 Date: _____

The Scout takes the blue card troop

The **COUNSELORS RECORD** panel is filled out and the counselor signs it.

The **APPLICANTS RECORD** panel is filled out and the counselor signs it.

The **APPLICANTS RECORD** panel signed by the unit leader and the Scout keeps it with his other advancement records.

The **Guide to Advancement** is the official source for policies and procedures.



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