

Merit Badge University 2017
Troop 357 & Highland United Methodist Church
1901 Ridge Road, Raleigh, NC 27607
Saturday, February 25, 2017

Policies & Detailed Registration Completion Instructions

Policies

1. Merit Badge University (MBU) is designed to allow Scouts to complete 1-2 merit badge(s) in one day of classroom instruction and testing. To be successful, the Scouts must complete all prerequisites ahead of time that cannot be done in the one day of classroom instruction. MBU will not compromise on the quality and or content of any merit badge offered. The Scoutmaster of each troop must certify the prerequisites for each Scout for each merit badge. A Scout is trustworthy. A list of merit badge prerequisites is attached to the registration email.
2. Class A Uniform is required.
3. At least one registered adult leader from your troop and the Scoutmaster must be present at MBU for the entire day.
4. All troops participating with ten or more scouts are required to provide at least one merit badge counselor.
5. Cost per scout attending is \$30 during the registration period and is non-refundable. Checks should be made out to BSA Troop 357 noting MBU2017 and your troop number on the reference line.
Mail checks to **Gary Cramer, 3621 Tall Oak Trail, Raleigh, NC 27612.**
6. **Registration will open on Friday, November 10, 2016 and will close on Saturday January 7, 2017.** Classes will be assigned no later than **Saturday, January 14, 2017** and information will be emailed to the troop contacts as well as to each class counselor.
7. All final prerequisite merit badge requirements will be posted on the website no later than **Saturday, January 14, 2017**, allowing ample time for completion. Current requirements are being posted now. Also check the site for updated information.
<http://www.troopwebhost.org/Troop357Raleigh/>

Note, in years past, we have been able to accommodate most scouts' first pick Merit Badge requests. We anticipate we will be able to continue this practice. Please start your preparations as soon as possible. Badges such as Personal Fitness, Personal Management and Family Life require a multi-week log of activities. Complete these requirements before MBU and you can receive a completion Blue Card at MBU. Visit <http://meritbadge.org> for reference materials and worksheets to help put your content in an organized format.

8. A morning snack and lunch will be provided for all attending Scouts and Adults.
9. On the day of MBU, sign-in will begin at 8AM and classes will begin at 9AM. Classes generally end between 3PM and 4PM.
10. Adherence to the Scout Law is required. Scouts not adhering to the Scout Law will be turned over to their adult representative to be escorted home or have their parents contacted to do so.
11. Typical class supplies will be provided. Merit badge books will **not** be provided. Each Scout should confirm with their counselor for their class if a book is necessary prior to Merit Badge University.
12. Each Scout will be given blue cards for the merit badge classes attended that will show requirements that have been completed. Cards will be given out at the end of each class. Do not lose these as the cards are your proof of attendance.
13. Scoutmasters should monitor their Scouts to make sure that they have completed all badge prerequisites. If a badge's specific prerequisite indicates that the Scout should demonstrate something in his troop, then a note signed by the Scoutmaster stating details of what the Scout did should be brought to MBU and presented at registration for verification by the badge counselor. There may be other prerequisites that require a Scout to produce something and bring it to MBU to give to the badge counselor. The Scoutmaster should make sure all of this work is completed **prior** to MBU and brought to registration.
14. Scouts will **not** be allowed to participate in their classes, **unless** they have completed and can verify the prerequisite items.

Detailed Registration Instructions

Proper completion of the registration form is critical. Please follow the instructions carefully.

Correct names, email addresses and telephone numbers are critical as this is what is used for all communication with the Scout going forward. Please enter this information carefully. Test emails within your troop to make sure they are correct.

There are several different scenarios that can occur for badge selection. Please follow the listed typical scenario examples to complete the form for each scouts request. We will do our best to satisfy First Choice requests but it is expected that we will have to go to some Second, Third and Fourth Choice requests if necessary. If an older scout has only one choice for a badge, enter only that and we will do our best to work it out.

Typical Scenario #1

- First choice is an all day merit badge class
- Second choice is an all day merit badge class
- Third choice is an all day merit badge class

*Complete the " All Day 1st Choice " section with all day first choice
Complete the " All Day 2nd Choice " section with all day second choice
Complete the " All Day 3rd Choice " section with all day third choice
Leave other blocks empty.*

Typical Scenario #2

- First choice is a half day merit badge class
- Second choice a is half day merit badge class
- Third choice is a half day merit badge class
- Fourth choice is a half day merit badge class

*Complete the " Half Day 1st Choice "section with half day first choice
Complete the " Half Day 2nd Choice "section with half day second choice
Complete the " Half Day 3rd Choice "section with half day third choice
Complete the " Half Day 4th Choice "section with half day fourth choice
Leave other blocks empty.*

Typical Scenario #3

- First choice is an all day merit badge class
- Second choice is a half day merit badge class
- Third choice is a half day merit badge class

*Complete the “ All Day 1st Choice “ section with all day first choice
Complete the “ Half Day 2nd Choice “section with half day second choice
Complete the “ Half Day 3rd Choice section with half day third choice
Leave other blocks empty.*

Typical Scenario #4

- First choice is a half day merit badge class
- Second choice is a half day merit badge class
- Third choice is an all day merit badge class

*Complete the “ Half Day 1st Choice “ section with half day first choice
Complete the “ Half Day 2nd Choice “section with half day second choice
Complete the “ All Day 3rd Choice section with all day third choice
Leave other blocks empty.*

Hopefully, this document and these scenarios answer all questions, but please feel free to email mbutroop357@gmail.com with open questions.

GC/November 10, 2016