

Instructions

1. Merit Badge Counselors are required to be registered with the Boy Scouts of America. If you are currently registered in any capacity, go on to instruction #2.
 - If you are not currently registered, you must complete a BSA Adult Leader Application form. It may be obtained from any Council Service Center. Your membership will run through May 31st of each year. You will be required to renew each year. We will send you a letter reminding you of this requirement.
 - The Adult Leader Application Form is not optional for first time applicants. A background check is part of this process.
 - You must complete Youth Protection Training and attach a copy of your certificate to the application. Available on-line at www.stlbsa.org/training/pages/youth-protection-and-online-training.
2. Youth Protection Training is good for two years and is required for all counselors.
3. A maximum of four merit badges is permitted per counselor.
4. You must be at least 18 years of age or older.
5. Include your business phone if you are able to take calls at that location, otherwise leave it blank.
6. Be specific in stating you qualifications. If you need more space, please use an extra sheet of paper.
7. Renewal forms must be received by May 31st to be published on the website, all merit badge counselors will be displayed on the website. This is not optional.
8. Approval Process-
 - Fill out the application with all information available.
 - Secure the District Advancement Chairman's signature.
 - Turn in to your District Director for approval.
 - The District Director will forward to Advancement Services.
9. New Merit Badge Counselors will be sent a copy of the Merit Badge Counselor Self Teaching Guide. Please take time to review and understand its contents. You will also receive your Merit Badge Counselor number which is required for the Merit Badge Card.