

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 emblem and certificate at a suitable occasion.

Information for Counselor

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

Requirement No. and letter	Date of approval	Counselor Initial	Requirement No. and letter	Date of approval	Counselor Initial

APPLICATION FOR MERIT BADGE

Name _____
Address _____
City _____
Email _____
Is a registered _____
 Scout Venturer Sea Scout
of _____ No. _____
Troop, crew, ship
District _____
Council _____

I have discussed this merit badge with this scout and recommended at least one merit badge counselor.

Signature of unit leader _____ Date _____
Leader's Email _____



NOTE: This form **requires** Adobe Acrobat Reader to fill out the form. You may be able to open and view the form in a browser, but not fill out and save. Adobe Acrobat Reader is available free for Windows and Mac computers from <https://get.adobe.com/reader/othersversions/>. It will probably not work on Chromebooks, smart phones, iPads, and other tablets.

- To use this electronic blue card, we suggest the following process:
- 1) The Scout contacts the Scoutmaster to request a blue card.
 - 2) The Scoutmaster, using Adobe Acrobat Reader, fills out the full right side of the first page including a digital signature and the left side of the second page down through the email address of the counselor (from the council provided merit badge counselor list or from ScoutBook), and saves the document. The document name might include the Scout's name, merit badge, and troop number to make each unique such as Doe John First Aid 123.pdf.
 - 3) The Scoutmaster emails the filled-out document to the Scout and to the merit badge counselor.
 - 4) The Scout works with the merit badge counselor on the merit badge. As always, the Scout must have a buddy at all meetings with the counselor. For electronic meetings (Zoom, Facetime, Google Handouts, etc.) each Scout must have a buddy, such as a parent or sibling, with them.
 - 5) When the Scout finishes the merit badge, the counselor uses Adobe Acrobat Reader to electronically sign the card in two places, fills in the date completed, and records any remarks for their records. For partials, the counselor does not sign the card but fills out the center part of the first page. The counselor saves the document and should keep this for their records (printed or electronic).
 - 6) The counselor emails the updated document to the Scout and the unit leader (emails are on the blue card).
 - 7) The unit leader uses Adobe Acrobat Reader to electronically sign the center of the second page and emails the document to the Scout for their records and to the unit's record keeper who prints the document, records the merit badge in Scoutbook or other records, and records on the unit's copy when it has been recorded and presented.

The applicant has personally appeared before me and demonstrated to my satisfaction that all requirements have been met for the (please print)

Merit Badge

Name of Counselor

Address of counselor

City Zip Code

Telephone number of counselor

Email address of counselor

Signature of counselor Date

Checked and recorded:

Date Initials

Date certificate and badge presented: Date

Applicant will turn this portion to his unit leader for record posting.

APPLICANT'S RECORD

Name

has given me this completed application for the

Merit badge

Completed on Date by

Signature of counselor

Signature of unit leader

NOTE TO SCOUT, VENTURER, OR SEA SCOUT: Retain this copy for your permanent records.

COUNSELOR'S RECORD

Applicant

Troop

Crew Unit number

Ship

Merit Badge

Date completed

Remarks:

It is suggested that the counselor keep this record in case any question is raised later in regard to this award.