



Glacier's Edge Council (620), BSA Advancement Committee

- ♣ Indian Trails
- ♣ Mohawk
- ♣ Wisconsin River
- ♣ Yahara

Merit Badge Clinic Approval Process

This process applies to all Merit Badge Clinics conducted within Glacier's Edge Council (GEC) unless the event is an internal single Unit activity (*i.e.*, organized by and limited to Scouts within a single Unit).

Organizations and businesses are required to obtain approval from the local Council to present classes, events, or similar activities that are largely for the purpose of offering merit badges—even if no fee is involved. *Guide to Advancement* 7.0.4.9

GEC Units planning to attend events sponsored by organizations or businesses located within GEC or in another Council are responsible for verifying that the Merit Badge Clinic meets all BSA and local Council requirements.

Please review [Merit Badge Group Instruction Guide](#) (512-066)

The following Information must be provided **at least 6 weeks** prior to the event for consideration by the Glacier's Edge Council Advancement Committee:

1. Merit Badge Clinic Sponsor/Organization:
2. Sponsor Contact Person:
3. Contact Phone:
4. Contact E-mail:
5. Location & Date(s) of Merit Badge Clinic:
6. Cost and Justification for Cost:
7. Copy of Announcement/Brochure or link to website
8. Copy of an event evaluation form or explanation of how feedback will be obtained from participants following the event (required).
9. List of Merit Badges being offered:
 - 9.1. For each Merit Badge (MB) offered, provide the following:
 - 9.1.1. Name of BSA Registered Merit Badge Counselor(s) (MBC)

Note: Youth Protection Training (YPT) for the MBC must be current at the time of MB clinic application and at the time of MB clinic event.

Only BSA registered MBCs with current YPT may sign off a Blue Card.

- 9.2. Name of any additional instructor(s) who will work directly with Scouts+
 - 9.2.1. Qualification(s) of any additional instructor(s)

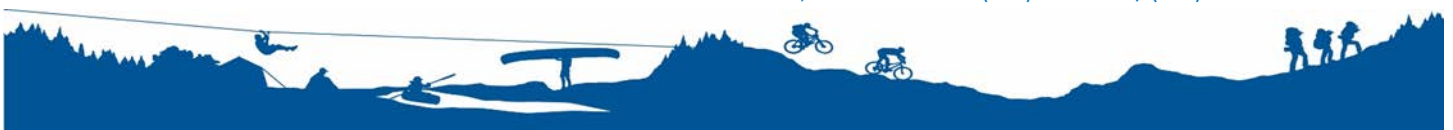
Note: If Special Certification(s)* are required for any MB, a copy of the MBC or instructor's certification is required to be submitted with this application.

⁺ BSA Youth Protection Training is recommended for all adults working with Scouts (available at my.scouting.org). Details on how to take YPT: http://www.scouting.org/filestore/youthprotection/doc/02_HOW_TO-TakeYouthProtectionTraining.doc

* Merit Badges Requiring Special Certification or Training: Archery, Canoeing, Climbing, Kayaking, Lifesaving, Rifle Shooting, Rowing, Scuba Diving, Shotgun Shooting, Snow Sports, Swimming, Whitewater (See Qualification of Counselors, *Guide to Advancement* 7.0.1.1)

**Submit required information to the Council office or e-mail approval request to:
Advancement620@gmail.com**

Wall Family Scout Service Center • 5846 Manufacturers Drive • Madison, WI 53704-6278 • (608) 310-7300
Janesville Scout Service Center • 2300 East Racine Street • Janesville, WI 53545-4340 • (608) 314-3193 / (608) 756-4669



MERIT BADGE CLINIC APPROVAL REQUEST

Merit Badge Clinic Sponsor/Organization: _____

Sponsor Contact Person: _____

Contact Phone: _____

Contact E-mail: _____

Location of Merit Badge Clinic: _____

Date(s) of Merit Badge Clinic: _____

Cost: _____ Justification for Cost: _____

List of Merit Badges offered:

BSA Registered Merit Badge Counselor(s) (MBC) for each Merit Badge (MB): YPT Date

_____	_____
_____	_____
_____	_____

Additional instructor(s) who will work directly with Scouts and Qualification(s) of each:

Attachments:

1. Copy of Announcement/Brochure or link to website
2. Copy of an event evaluation form or explanation of how feedback will be obtained from participants following the event

For Approval Use:

Approved: Y N	Date:	Chair:	District: IT M WR Y
Recommendations:			Reply Sent:

