

Troop 250G: Merit Badge Basics

There are approximately 135 merit badges in BSA Scouting. You can learn about sports, crafts, science, trades, business and future careers. A scout records the merit badge learning on the "Application of Merit Badge No 34124", commonly referred to as "Blue Card".

I'm ready to start a Merit Badge!!

The following are two example scenarios for starting a merit badge.

Scenario 1: Scout finds a merit badge they want to learn more about.

1. They send an email to **Advancement Coordinator**(t250gadancements@gmail.com) requesting to open the merit badge and get a blue card. The card can be given at Troop Meeting or picked up from **Advancement Coordinator's** House. The **Advancement Coordinator** or **Scoutmaster** can suggest a list of Merit Badge **Counselors** to work with.
2. Once the blue card is issued, the **Scout** must contact the Merit Badge **Counselor** before working on requirements. This is to ensure the scope of work is complete and done in accordance with material.
3. Once the **Scout** and **Counselor** meet, work can begin. The **Scout** may meet 1, 2 or more times with **Counselor** to complete the work. Merit badges are self-paced. It is the responsibility of the **Scout** to document their work and communicate with their **Counselor**. Note, parents or legal guardian should be copied on all correspondence. When meeting with **Counselor** remember, the **Scout** must include your parent or obey the rule of 2 deep leadership.
 - a. If the **Scout** is attending a merit badge class at a science center, local venue, etc. that is not hosted by the Troop, have the Instructor sign off on the completed items for the Merit Badge on the back of the Blue Card.
 - i. In some cases the class will print off other documentation to verify completion of requirements. This may also be accepted if counselor contact information can be verified.
 - ii. If only a portion of the requirements are completed or some were not completed, they are homework. If it requires catching a fish, keeping a log, or attending a meeting. You may need to meet with another local counselor or review with your Scoutmaster. Information can be added to Scoutbook to document the completion of tasks.
4. The completed blue card must be turned into **Advancement Coordinator**.
5. The Merit Badge will be awarded once earned and then recognized at the next COH with the merit badge patch.

Scenario 2: Summer Camp or Troop Merit Badge University (MBU), **no blue card is necessary.**

1. The **Advancement Coordinator** or **Scoutmaster** will open the blue card, document requirements completed and issue the **Scout** the completed card.
2. The merit badge will be recognized at the next COH.

If a merit badge is not completed at MBU or summer camp, the **Scout** will be given blue card listing requirements completed. This information will also be listed in Scoutbook under **Scout** name and advancements tab. The **Scout** is responsible for completing the remaining requirements and meeting with a local Merit Badge **Counselor**. The **Advancement Coordinator** or **Scoutmaster** will help the scout find a local contact person.

Troop 250 has a combined library of merit badge handbooks that may be checked out when working on a merit badge. Make arrangements with Troop Librarian as needed (T250GLibrarian@gmail.com). Worksheets are often available online and can be found at www.meritbadge.org. Troop 250G strongly encourages **Scouts** to bring worksheets (hardcopy of electronic) and complete them during the merit badge course. The worksheets are optional and not mandatory. However, the worksheets are a great resource for scouts and save work as the scout progresses. They will demonstrate you were at the event, engaged, and maybe necessary if the **Scout** starts a merit badge with one **Counselor** and complete with another **Counselor**.

Merit Badge Blue Cards


Troop 250G will be using blue cards and Scoutbook to aid scouts to best understand what merit badges are open, completed, and what requirements are outstanding. Merit badge will be recognized at regularly scheduled Court of Honors.

The following is a guidance document on how to open, obtain, and complete a blue card.

How do you fill out a Merit Badge Blue Card? The items in the red box are to be filled out by the **Scout**

- Name:** Scout Full Name, not nick name
- Address:** Scout Address
- City:** Scout City
- Is a registered:** select **X** Boy Scout
- of Troop No.:** 250G
- District:** YORK
- Council:** PALMETTO

The section in the green box on the picture below is to be signed by **Advancement Coordinator or Scoutmaster**. This needs to be signed before you meet with your counselor.

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| <p>Information for Applicant</p> <ul style="list-style-type: none"> • 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. <p>Information for Counselor</p> <ul style="list-style-type: none"> • Merit badge applications must be signed in advance by the applicant's unit leader. • The Scout must have his buddy (Scout buddy system) in attendance at all instructional sessions. • You may not change any requirement, but you may share your knowledge or experience that will make the counseling more interesting and valuable. | | <table border="1"> <tr><td>Counselor initial</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr> <tr><td>Date of approval</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr> <tr><td>Requirement No. and letter</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr> <tr><td>Counselor initial</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr> <tr><td>Date of approval</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr> <tr><td>Requirement No. and letter</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr> </table> | Counselor initial | | | | | | | | | | | | | | | | | | | | | Date of approval | | | | | | | | | | | | | | | | | | | | | Requirement No. and letter | | | | | | | | | | | | | | | | | | | | | Counselor initial | | | | | | | | | | | | | | | | | | | | | Date of approval | | | | | | | | | | | | | | | | | | | | | Requirement No. and letter | | | | | | | | | | | | | | | | | | | | | <p>APPLICATION FOR MERIT BADGE</p> <p>Name _____</p> <p>Address _____</p> <p>City _____</p> <p>is a registered</p> <p><input type="checkbox"/> Boy Scout <input type="checkbox"/> Varsity Scout <input type="checkbox"/> Venturer</p> <p>of _____ Troop, team, crew, ship No. _____</p> <p>District _____</p> <p>Council _____</p> <p>I have discussed this merit badge with this Scout and recommended at least one merit badge counselor.</p> <p>Date _____ Signature of unit leader _____</p> <p> BOY SCOUTS OF AMERICA</p> <p>34124</p> |
| Counselor initial | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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The following is an example of a Blue Card. The red squares are to be completed by the **Scout** before meeting with merit badge **Counselor**

The back side of the card has **THREE** sections for the **Scout** to complete:

- First section has **ONE** item to complete: **Merit Badge**
- Second Section Applicant's Record has **TWO** Items to complete: **Name and Merit Badge**

The image shows a sample Blue Card form with three main sections highlighted by red boxes:

- Section 1 (Left):** Contains a statement: "The applicant has personally appeared before me and demonstrated to my satisfaction that he has met all requirements for the (please print)". Below this is a line for "Merit badge".
- Section 2 (Middle):** Titled "APPLICANT'S RECORD". It includes a line for "Name", a statement "has given me his completed application for the", and a line for "Merit badge".
- Section 3 (Right):** Titled "COUNSELOR'S RECORD". It includes a line for "Applicant", checkboxes for "Troop", "Team", and "Crew" with a "Unit number" line, and a line for "Merit badge".

Other fields on the form include: Name of counselor, Address of counselor, City, Zip code, Telephone number of counselor, Signature of counselor, Date, Checked and recorded: Date, Initials, Certificate and badge presented, Date, Completed on, Date, by, Signature of counselor, Signature of unit leader, Date completed, and Remarks.

- Third Section Counselor's Record has **THREE** items to complete: **Applicant, Unit No. 250, and Merit Badge**

The card is a rectangle with 2 perforated edges.

I completed all the requirements for my Merit Badge. Am I done?

Meet with your Merit Badge **Counselor** to have your requirements reviewed. If the work is completed satisfactorily, the Merit Badge **Counselor** will sign off on your Blue Card. They will complete the following:

- Name of Counselor:** written by **Counselor**
- Address of Counselor:** written by **Counselor**
- City and Zip:** written by **Counselor**
- Telephone No. of Counselor:** written by **Counselor**
- Signature of Counselor/date:** this will be signed once the scout complete the merit badge
- Checked and recorded:** This section is completed by **Advancement Coordinator**

Center Section: Applicant's Record

- Completed on:** written by **Counselor**
- Signature of Counselor:** signed by **Counselor**
- Signature of Unit Leader:** After scout turns in blue card, the **Advancement Coordinator** or **Scoutmaster** sign as acceptance.

Back of the Applicant's Record is a grid for recording requirements, date of approval, and initials. The **Counselor** can write each requirement and initial or draw line through table and say all complete. **Scout** can write requirements and date completed with merit badge counselor to initial. This section is for the **Scout** document that they have completed the requirements in short form. It is not for long answers, just a quick reference. Long answers are for the worksheets.


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 **must** have his buddy (Scout buddy system) in attendance at all instructional sessions.
- You may not change any requirement, but you may share your knowledge or experience that will make the counseling more interesting and valuable.

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

APPLICATION FOR MERIT BADGE

Name _____

Address _____

City _____


is a registered
 Boy Scout Varsity Scout Venturer
of _____ Troop, team, crew, ship No. _____

District _____

Council _____

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

Date _____ Signature of unit leader _____



BOY SCOUTS OF AMERICA

34124

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

_____ Merit badge

Name of counselor _____

Address of counselor _____

City _____ Zip code _____

Telephone number of counselor _____

Signature of counselor _____ Date _____

Checked and recorded:
Date _____ Initials _____

Certificate and badge presented _____ Date _____

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

APPLICANT'S RECORD

Name _____

has given me his completed application for the _____ Merit badge

Completed on _____ / _____ / _____ by _____

Signature of counselor _____

Signature of unit leader _____

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

COUNSELOR'S RECORD

Applicant _____

Troop Team Unit number _____
 Crew

_____ 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.

The last portion of the blue card is for the **Counselor's** Record. **Scout** has added their personal information and the **Counselor** will add date and remarks as needed. The **Counselor** will keep this last section and return **TWO** sections to the **Scout**.

The counselor signed off on my Blue Card. Am I done yet?

Turn in your completed signed Blue Card to the **Advancement Coordinator** or the **Scoutmaster**. Your card will be signed and the Applicant Record portion will be returned to you for your records. It is important that you keep your portion in your records in case there are any errors made in recording your completed Merit Badge. You should also keep all blue cards for your final Eagle Board of Review.

Advancement Coordinator:

Elmarie Klapheke, 980-233-1269, t250gadvancements@gmail.com

11015 Seven Coves Drive, Tega Cay

Scoutmaster:

Carolyn Minnich, 704-661-0330, t250gscoutmaster@gmail.com

Troop Librarian

T250GLibrarian@gmail.com

** NOTE, please always copy your parents or legal guardian in all correspondence