

# Troop 201 Merit Badge Procedure

1. Scouts do this - not parents.
2. Pick a merit badge that you want to earn.
3. Get a "Blue Card" from the SM or ASM
4. Fill it out as complete as possible for the specific badge.
5. Have the SM or ASM sign it.
6. Get the name of a merit badge counselor\* from the SM or ASM.
7. Obtain the merit badge book from the troop Librarian\*\* and read it.
8. Contact and meet with the merit badge counselor\* before working on the badge.
9. Work with the counselor to complete the requirements for the badge.
10. Upon completion, have the counselor sign your blue card. The counselor will keep one section of the blue card.
11. Take the remaining two sections to the SM or ASM for signature.
12. Take the remaining two sections to the Advancement Chairperson for recording in Troop records. Troop archives will keep one section.
13. Advancement Chairperson returns remaining section of blue card to Scout.
14. Scout shall keep the blue card in a safe place.
15. Advancement Chairperson will obtain merit badge patches and cards, etc.
16. Scout will get the badge at the next Court of Honor or at a regular meeting.
17. If you lose your badge, the section of the blue card kept by the Scout will allow the Scout to obtain a replacement.

\* When registering for merit badges at "merit badge colleges", or summer camp, etc. it is typically not possible to meet the counselor ahead of time. Scouts should be attentive to completing all pre-requisites in these cases.

\*\* Merit badge books in the Troop library (if available) are dated and may not cover all current BSA requirements. It is the responsibility of the Scout to obtain updated requirements from the Scout store, merit badge counselor, download, etc.

Note: In the event of a conflict, National BSA procedures and policies shall take precedence over this document.

SM = Scoutmaster

ASM = Assistant Scoutmaster

BSA = Boy Scouts of America