

# 2021-22 Merit Badge University

October 9, 2021 & January 15, 2022

8AM-4PM

Tabb High School, Yorktown VA



Hosted By:

Colonial Virginia Council

Boy Scouts of America

## Registration Guide and Registration Forms

Registration Deadline: October 2, 2021

*Per York County Schools' Safe Return Plan, ALL participants are expected to wear masks, maintain distancing, and exercise handwashing and respiration etiquette. For details see*

<https://yorkcountyschools.org/parents/studentInfo/backtoSchool/SafeReturnPlan.html>

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## Changes Since Last Time

1. **Merit Badge Applications.** Official Merit Badge Applications, also known as blue cards are required. The card must be properly and completely filled out, and include the Scoutmaster/Unit Leader's signature on the front. MBU does not supply blue cards. Blue cards will be mailed to the Scoutmaster/Unit Leader by February 17. If you use Scoutbook, have your BSA ID number ready to give to your merit badge counselor.
2. **Registration Fee Payment.**
  - a. \$12.00 per merit badge class.

# I. General Description

## A. Merit Badge University (MBU)

The Colonial Virginia Merit Badge University (MBU) is an educational and advancement opportunity open to any active registered Scout BSA, Venturer, or Sea Scout. The event is hosted by the Colonial Virginia Council (CVC), Boy Scouts of America (BSA).

Questions by parents should first go to Scoutmaster/Unit Leader. Scoutmasters/Unit Leaders having questions should contact or email the event organizers below:

MBU Chairman  
Bill Raftery  
[braftery@yahoo.com](mailto:braftery@yahoo.com)  
757-272-9904

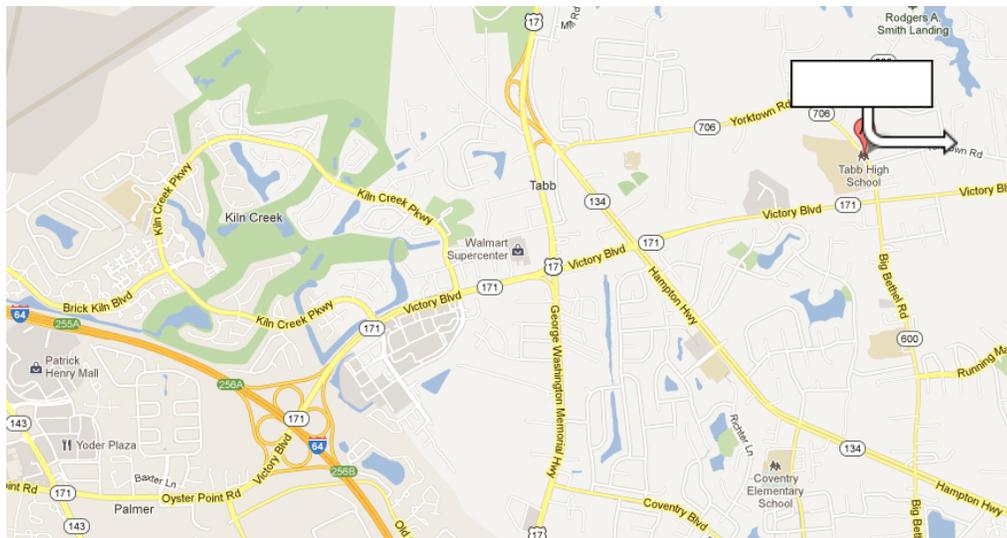
or

MBU Co-Chairman  
Laura Nelson-Rogers  
[lnelsonrogers32@yahoo.com](mailto:lnelsonrogers32@yahoo.com)  
757-435-8989

## B. Location

The location for MBU will be Tabb High School at 4431 Big Bethel Road, Yorktown, VA. The York County Schools administration has been very generous to Boy Scouting by providing their facilities, but they are not the host of MBU and the school staff will not be able to answer any questions regarding MBU.

**Please do not call Tabb High School.**



## C. Dates

The MBU is a TWO DAY event. Scouts are expected to attend both days to receive full credit for any merit badges.

**Session 1: October 9, 2021**  
**Session 2: January 15, 2022**

**D. Schedule**

The schedule for both days is the same.

8:00 AM	School Doors Open, Stay in Cafeteria
8:45 AM	Opening Ceremony (Cafeteria)
9:00 AM	Classes Begin (Morning Period)
12:00 PM	Lunch Break, Stay in Cafeteria (Meal not provided)
12:30 PM	Classes Begin (Afternoon Period)
3:30 PM	Classes End, All Scouts Depart
4:00 PM	School Closed

**E. Abbreviations**

MB	Merit Badge
MBU	Merit Badge University
CVC	Colonial Virginia Council
BSA	Boy Scouts of America

## II. Administration

### A. Registration

#### 1. Key Dates

October 2, 2021	Registration ENDS. Registration may end early if the limit is reached. <b>All application forms must be turned in at the CVC Scout Shop located at 11834 Canon Blvd Suite L, Newport News, VA.</b>
October 9, 2021	MBU Part I (Bring Blue Cards)
January 15, 2022	MBU Part II
February 19, 2022	Blue cards mailed to Scoutmaster/Unit Leader and/or Scoutbook electronically updated. Summaries e-mailed to Scoutmaster/Unit Leader.

#### 2. Registration Fee

**The fee for attending classes at MBU is \$12.00 for each Scout.**

The fee includes an event patch and a snack about midway through each class. Lunch is not provided and vending machines are not guaranteed. Scouts must bring their lunch, including drink.

#### 3. Maximum Capacity

The limit for MBU this year is 200 scouts. If the limit is reached before the deadline, then registration will close and no more applications will be accepted by the Scout Shop. Most merit badge classes will be limited to 15 scouts, but some will be limited to as few as 8.

#### 4. Class Assignments

Scouts are assigned to merit badges in accordance with their preferences indicated on the MBU confirmation form. If a Scout's first choice is already filled then he will be assigned his second choice. Some Scouts will be called at home to resolve issues in which they cannot be scheduled with two preferred classes. Classes are limited and students are given preference in the order that their payment is registered at the Scout Shop, based on their receipt number.

#### 5. Attendance

Merit Badge University is a 2-day event. Scouts are expected to attend both days. Due to the classroom format and the tight timetable, counselors will not repeat requirements missed when a Scout is absent either day. Requirements that are not completed at MBU will have to be finished by the Scout using a counselor outside of MBU.

## **6. How To Register – Big Picture**

1. Scoutmaster/Unit Leader brief Scouts and parents about MBU (Note 1).
2. Fill out application form.
3. Select desired morning and afternoon merit badges.
  - a. Select your choice for morning classes by printing a 1, 2, 3, etc.
  - b. Select your choice for afternoon classes by printing a 1, 2, 3, etc.
4. Parent and Scoutmaster/Unit Leader sign the application form.
5. Submit application form to Scout Service Center (Note 2).
6. MBU registrar sends an email to Scout/Parent/Scoutmaster/Unit Leader confirming assignment.

Note 1: The MBU staff recommends using a Troop meeting to read and explain the application process. The Troop should use a single committee member to manage the registration. This helps make sure nobody is missed.

Note 2: Turn in the MBU application form to the Scout Service Center. This form also serves as a parental permission slip.

## **7. The MBU Application Form**

### General Instructions

- Please fill out the form completely, leaving no blanks.
- Since handwriting is often mistaken, typed or carefully printed information is desired.

### Scoutmaster/Unit Leader Information

- Since there will be an important mailing to the Scoutmaster/Unit Leader, the mailing address and email address of the Scoutmaster given on the form should be valid from October 2, 2021 to February 19, 2022.

### Scoutmaster/Unit Leader Signature

- The Scoutmaster/Unit Leader's signature indicates that the Scout is registered with the troop, ship, or crew.
- The Scoutmaster/Unit Leader's signature indicates that the Scout has met with his or her unit leader prior to commencement of the merit badge.
- Per the Guide to Advancement "Even though a leader may voice concerns about a particular Scout pursuing a particular merit badge, it is the Scout's decision whether or not to proceed."

### Parent (or Guardian) Permission

- By signing the application, a parent (or legal guardian) gives permission for the Scout to attend and participate in the Colonial Virginia Council Merit Badge University on both days.
- In case of emergency, every effort will be made to contact parents (or legal guardian). In the event they cannot be reached, the signature gives permission to a licensed physician or emergency first responder to secure proper treatment, including hospitalization, anesthesia, surgery, or injections of medication for the scout.
- By signing the application, the Scout's parents (or legal guardian) agree to pick up the child at 3:45 PM each day. NO LATE PICK-UPS PLEASE!

#### Emergency Information

- Emergency phone numbers given must be valid on October 9, 2021 and January 15, 2022.
- If a Scout requires help with medications that he needs to take while at MBU, please provide instructions on the application.
- The MBU Health and Safety Staff will not administer any treatments unless specified in the application and supplied by the Scout.
- Is a Scout has any other special needs, please provide instructions.

### **8. Where to Submit Forms**

Completed forms and payments will be accepted in person at the Colonial Virginia Council Scout Shop or can be mailed to the address listed below.

Colonial Virginia Council, BSA  
11834 Canon Blvd. Suite L,  
Newport News, Virginia, 23606

### **9. Late Registration**

No late registration or on-site registration will be accepted.

### ***B. Requirements and Merit Badge Pamphlets***

**MERIT BADGE PAMPHLETS ARE NOT AVAILABLE AT MBU  
Those Scouts starting and completing any badges at MBU must use the  
requirements listed in the 2020 Requirements Book.**

### **C. Blue Cards/Scoutbook**

Blue Cards (Merit Badge Application, BSA Form #34124), are required OR an electronic printout from Scoutbook indicating that the initial unit leader meeting took place.

Initial Unit Leader Signature  
signed by Unit Leader

8/18/20 >

The blue card and/or Scoutbook must be filled out properly and signed by the scoutmaster/unit leader when the scout arrives for MBU. Counselors will not have time to make corrections.

The Blue Card (Merit Badge Application) is the official record of the Scout's progress on the merit badge. Scouts are required to submit their complete and signed blue card to the counselor at the beginning of class in November. The blue cards will be mailed to the Scoutmaster/Unit Leader by February 19.

## **III. Program**

### **A. Preparation**

Merit Badge University should not be considered another "school" where the pupils sit and stare for hours on end. Scouts should come prepared to participate in a seminar. The counselor's job is to encourage self discovery and then test that each boy has the minimum knowledge and does the requirements. Each Scout should have read his merit badge pamphlet and prepared answers to each requirement. Scouts are encouraged but not required to print the worksheets available at <http://usscouts.org/usscouts/mb/worksheets/list.asp> and fill out the answers. Scouts should be ready to take notes and come prepared with a notebook with blank paper and a pencil. Remember one goal of the merit badge advancement system is to develop individual growth and initiative.

### **B. Pre-requisites**

Most work on merit badges should be completed between the October and January sessions (See Homework below). As such, there likely will not be pre-requisites however information on individual badges will be provided by counselors once classes have been set.

### **C. Homework**

Scouts are expected to do homework between October and January. The Scout is responsible for completing his requirements for the merit badge. Parents and Scout Leaders should remind the Scouts that they should take notes and pay attention to their homework assignments.

### **D. Field Trips**

Occasionally, a counselor will set up to conduct a field trip to a local point of interest. Field trips are not scheduled during MBU, but may occur on some other date convenient to the counselor. If that occurs, a special permission slip will be provided, and parents will be responsible for furnishing transportation.

### **E. Partial Completion**

If a Scout is unable to complete his merit badge, the “PARTIAL” completion will be noted on his Merit Badge Application, which will be returned to the Scout. MBU Counselors are seldom available to serve as counselor after MBU ends, unless arrangements are made afterwards which are acceptable to the Scout, his parents, and the counselor. Remember that TWO scouts are required to visit with a counselor.

## **IV. Conduct and Discipline**

As a participant of the Merit Badge University, I will:

- Observe the Scout Oath (or Promise) and the Scout Law.
- Wear my official uniform when requested.
- Attend the classes I am assigned.
- Be personally responsible for breakage, damage, or loss of property.
- Be courteous to other students, counselors, and staff.
- Clean up my classroom at the end of each session.
- Clean up my trash after eating a snack or lunch.

## **V. Uniforms**

Scouts should wear the official field uniform for MBU. Most units call this a “class A” uniform. The uniform you normally wear to a troop meeting will be fine.

## **VI. Snacks and Lunch**

- Lunch is not provided and there are no provisions at MBU for food service or food preparation of any kind.
- Each scout must bring their own lunch including drink.
- All food must be consumed in the cafeteria. No food or drink is allowed to be consumed outside of the cafeteria.
- Counselors are permitted to drink in classrooms, but only covered containers should be used.

- Scouts are expected to clean up after themselves.
- A very light snack will be provided about halfway through each class.

## **VII. Health, Safety, and First Aid**

- Scouts should take their own medicine if needed during class.
- No running inside or outside the school.
- No roller blades, roller shoes, roller skates, or skateboards are allowed.
- No alcohol, illegal drugs, fireworks, firearms, slingshots, or anything else that might distract from the learning environment. No tobacco or coffee for Scouts.
- The MBU First Aid station is at the Headquarters table.

## **VIII. Lost and Found**

The MBU Lost and Found is located at the Headquarters table. The return of lost items after the end of MBU is not guaranteed, so be sure to check before you leave. Put your name on EVERYTHING: books, papers, lunch boxes, coats, hats – EVERYTHING.