

Tarleton State Merit Badge Seminar

February 23-25, 2024



Leader and Registration Guide

2024 Tarleton State Merit Badge Seminar Schedule

Friday, February 23:

6:30pm – 10:00pm

Lock-in Troop Check-in at Stephenville Recreation Center
Troop Camping Check-in at Tarleton Recreation Field Complex

Saturday, February 24:

7:00 a.m.

Opening Flag Ceremony Led by Tarleton State Corps of Cadets

7:15 a.m.

Breakfast in Tarleton Dining Hall (for five meal package)

7:30 a.m.

Check-in – Fine Arts Center – Main Auditorium (Building D)

8:00 a.m.

Opening Assembly - Fine Arts Center – Main Auditorium

9:00 a.m.

Class A

12:00 noon – 1:00 p.m.

Lunch in Tarleton Dining Hall (all registered attendees)

1:15 p.m. – 4:00 p.m.

Class B

4:00 p.m. – 6:00 p.m.

Basketball Game – Tarleton State vs. California Baptist – Wisdom Gym

5:30 p.m. – 6:45 p.m.

Supper in Tarleton Dining Hall (all registered attendees)

Activities Recreation Field

10:30pm

Lights OUT!!

Sunday, February 25:

7:00 a.m.

Breakfast – Tarleton Dining Hall (for five meal package)

8:00 a.m.

Chapel – Fine Arts Center Main Auditorium (Building D)

9:00 a.m. – 12:00 p.m.

Class C

12:00 p.m. – 1:00 p.m.

Lunch – Tarleton Dining Hall (all registered attendees)
Distribution of patches and ribbons

1:30 p.m.

Departure – Have a safe trip home!

Leader Hospitality: OA Grant Humanities Building – 2nd Floor Common Area

For medical/police emergencies call 911 and identify yourself as a participant in the Scouting Merit Badge Seminar at Tarleton State University.

For non-medical situations and questions related to the Merit Badge Seminar, please call Eric Morrow at (325) 642 -1340.

TSU Merit Badge Seminar - February 23-25, 2024

Tarleton State University – Stephenville, Texas

REGISTRATION DEADLINE: JANUARY 30, 2024

Event is open to both male and female troops.

Adult leaders: Background Check Form, YPT verification, and Adult Registration Form
due by January 23, 2024 to morrow@tarleton.edu

TAMU System rules require check to be completed for all third-party camps.

Adult leaders will not be allowed to participate in the event if all forms are not submitted by this date.

Dear Scoutmaster:

Your unit is invited to attend the Tarleton State University Merit Badge Seminar, hosted by TSU and sponsored by the Texas Trails Council, Boy Scouts of America. This will be a unique opportunity for your Scouts to work on many different merit badges! This event has been hosted at Tarleton State for over 35 years!

Time & Place: The Merit Badge Seminar will be conducted on the TSU campus on Saturday, February 24 and Sunday, February 25. Lock-in sleeping facilities are available on Friday, February 23 and Saturday, February 24 (please see attached camping information sheet). Outdoor camping is also available on the TSU Recreational Fields for both nights. A schedule of events for the weekend is included in this packet.

Cost: The Scout fee for the Merit Badge Seminar is \$48.00 (three-meal package of lunch and dinner Saturday and lunch on Sunday) or \$64.00 (five-meal package which includes the listed meals plus breakfast in the dining hall both mornings). Other fees may apply for certain merit badges to cover materials (see registration form). This fee also covers an event patch, supplies, and facility rentals. Adult fees may vary (see registration form). Additional fees are noted for CPR and First Aid Certification.

REGISTRATION DEADLINE IS January 30, 2024. (There will be no refunds after this date.) ***PRE-REGISTRATION IS REQUIRED. FEES MUST BE PAID IN FULL AT THE COUNCIL OFFICE BEFORE REGISTRATION WILL BE ENTERED.*** Classes will be filled on a first-come, first-paid basis—so register as soon as possible! **LATE REGISTRATIONS AND WALK-INS FOR SCOUTS ONLY** will be accepted for a \$58 per Scout (plus \$16 for additional breakfasts), but not all classes may be available. **LATE ADULT LEADER WALK-INS ARE NOT PERMITTED DUE TO TEXAS A&M SYSTEM RISK MANAGEMENT REQUIREMENTS.**

Merit Badges: A Scout may work on up to three (3) different merit badges from a list of approximately 75 merit badges offered. We have several sessions for some of the required Eagle merit badges to keep the classes smaller. All classes meet for three hours each on Saturday and Sunday with periodic breaks.

Leadership: Each Troop must have at least TWO (2) REGISTERED ADULTS, one of whom must be over 21 years of age. All leaders are required to have current BSA Youth Protection Training to be on campus with your troop at all times, and supervising your troop while traveling and camping.

Adult: Onsite training will be available. A computer lab will be available for all adult on-line training.

Uniform: All Scouts and leaders must wear their full Class A uniform for classes, meals, and chapel. A Scout-related t-shirt is adequate for off-times and activities.

Council Contact:

Mark Conrad
Texas Trails Council
3811 N. 1st Street
Abilene, Texas 79603
Phone: (325) 677-2688
Mark.Conrad@scouting.org

Where to Register:

By mail: Texas Trails Council, BSA
3811 N. 1st Street
Abilene, Texas 79603
Phone: (325) 677-2688
Fax: (325) 677-2923
Online: <http://www.texasrtrailsbsa.com/>

Event Information

Step 1. Review this packet in total. All merit badges will be taught by the following schedule:

Class A—Saturday at 9:00 a.m.

Class B—Saturday at 1:15 p.m.

Class C—Sunday at 9:00 a.m.

When registering, please list the merit badge class choices in order of priority, 1st choice being the most needed or desired, and 6th to 8th choices the least needed or preferred.

Step 2. Leaders must review merit badge requirements to determine if a Scout is mature enough to register for the class. Consider the needs of the Scout and the work, some of which may be necessary before class.

Step 3. Scouts will be registered for up to 3 merit badges. Most merit badge classes take 3 hours of total class time. Search and Rescue and Personal Management take two class sessions. This totals six hours of class time.

Step 4. Have the Scouts study the merit badge pamphlets prior to attending the Seminar. Some work will need to be completed before or after class and/or may have “time requirements”. We will provide worksheets for the classes. It is recommended Scouts bring a notebook or folder for notes and class materials.

Step 5. Register the Scouts and adults who are attending and submit registration form(s) and fee payment by mail or online to the Texas Trails Council **no later than January 30, 2024.**

Step 6. The Merit Badge Seminar Staff will assign classes to all scouts and will try to register each scout with his or her first choice in each time slot. Due to the number of merit badges we must schedule, and in trying to keep class size reasonable, some flexibility is expected. We do our best. Class assignments will be emailed to your **designated Troop Leader by Monday, February 12, 2024. BE SURE THE EMAIL ADDRESS IS CORRECT FOR THE MAIN CONTACT PERSON.**

Step 7. Individual class lists and maps will be included in your registration packet to be picked up by a leader during registration. We will do check-in on Friday night so that leaders will have materials to review and distribute to Scouts and Leaders.

Step 8. Attend the Merit Badge Seminar. The instructor for each session will have a roster to check attendance and requirement completion. After the event, the troop contact person will receive a list of Scouts and badges earned/requirements completed. The Merit Badge Seminar Staff retains the attendance sheet by classes. **NOTE: Remember, simply attending class does not guarantee a Scout will complete the Merit Badge.**

Step 9. Review partials and completions received after the event and help your Scouts complete any remaining requirements. Recognize your Scouts for their achievements! Completion reports will be sent to each troop within 4 weeks after the MBS.

MEALS..... WHAT’S FOR LUNCH?

Food will be provided in the Tarleton Dining Hall for lunch and dinner on Saturday, and lunch on Sunday, as well as breakfast for those who purchase the additional meals with registration.

Dining cards will be included in your registration packet to be picked up by leader upon arrival. Cards must be returned by lunch on Sunday. **Lost or missing cards will result in a \$5 charge per card to your troop account.** Be sure to have an adult or troop/patrol leader coordinate the use of the cards.

TSU Merit Badge Seminar—February 23-25, 2024
Troop Information and Registration Form Deadline
for Registration – January 30, 2024

REGISTER ONLINE OR MAIL REGISTRATION FORMS TO COUNCIL OFFICE. USE THESE FORMS TO GATHER INFORMATION PRIOR TO ONLINE REGISTRATION.

Youth Registering _____ @ \$48.00 \$_____

Adults Registering _____ @ \$37.00 \$_____

#Breakfast (Sat./Sun.)* _____ @ \$16.00 \$_____

Youth in Art/Sculpture* _____ @ \$6 each
Gardening/Landscaping/Electronics

Will bill after class assignments. Payment
will be due at check-in.

CPR/First Aid Cert.** _____ @\$40 \$_____

TOTAL Due \$_____

* *Denotes fee in addition to the MBU registration fee.*

**First Aid/CPR will be the full courses onsite this year.

Notes: **WALK IN REGISTRANTS WILL BE CHARGED \$68 per Scout, plus additional fees listed.**
You may send in additional registration/fees to cover any late Scouts prior to the event.
REGISTRATIONS MUST BE MADE BY THE TROOP – NO INDIVIDUALS MAY REGISTER.
NO LATE ADULT REGISTRATIONS WILL BE PERMITTED DUE TO BACKGROUND CHECK REQUIREMENT.

Your Council's Name _____ Council # _____ Troop # _____

Council Home Office _____ Council Phone # _____

Troop Contact Person (*All information is emailed to this person. Please write clearly.*)

Name _____ Mobile # (_____) _____ Home # (_____) _____

Address _____ City _____ Zip _____

E-Mail: _____

Name & mobile phone number (in case of emergency) of person who will be in charge of your Troop onsite:

NAME _____ **Mobile #** _____

Tarleton State University MERIT BADGE Seminar
TROOP LOCK-IN/CAMPING INFORMATION SHEET

We are offering 'Lock-In' sleeping at the **Stephenville City Recreation Center at 378 W. Long Street**. The facility is limited to 80-100 Scouts and Leaders, so reservations will be taken on a first-come, first-serve basis. Scouts must be supervised at all times, and the facilities will need to be cleaned prior to departure on Sunday morning. The facilities are available on Friday evening, February 23 and Saturday evening February 24. Doors will open at 7:00 pm and will close at 11:00 pm. **To help protect the floor of the center, only sleeping pads and bags are allowed on the floor and cots on the stage. Also, when troops leave for campus on Saturday morning, all gear must be moved to the stage to facilitate activities in the center during the day. All gear must be removed on Sunday morning before going to campus. Be sure not to leave valuables.** The Seminar staff, the City of Stephenville, and TSU are not responsible for lost or stolen items, so it is suggested expensive or electronic items stay in a locked vehicle or not brought at all.

Tent Camping is available at the Tarleton Recreation Field Complex. When you arrive on campus, please go to the Stadium parking area off of Harbin Drive. Merit Badge Seminar staff will assist you with locating available camping areas. No fires or cooking will be allowed at the camping site. Portable restrooms will be provided. Showers will be available at the Tarleton Recreation Center and the Stephenville Recreation Center for adult leaders only.

Youth protection guidelines will be followed at all times during these activities. **Remember – 2-deep leadership is required at all times!**

Troop leadership is responsible for the behavior of their Scouts at all times on campus.

Troops wishing to camp or use the lock-in facility must fill out the reservation form below and return it with your Troop registration for the Merit Badge Seminar. There is no extra cost for either, however, you do need to reserve your spot.

Submit this form with your merit badge registration and fees

**TROOP CAMPING OPTION FOR
TSU MERIT BADGE SEMINAR REGISTERED UNITS:**

TROOP NUMBER: _____ **COUNCIL NAME:** _____

PLEASE CHECK ONE: LOCK-IN _____

TENT CAMPING _____ **WE ARE NOT CAMPING** _____

LOCK-IN # ATTENDING: TOTAL _____ **ADULT MALE** _____ **ADULT FEMALE** _____ **YOUTH** _____

WE WILL ARRIVE AT APPROXIMATELY _____ **P.M**

TROOP LEADER NAME _____

2024 Tarleton State Merit Badge Seminar

Service Project



Over 35 years Tarleton State has offered the opportunity for thousands of Scouts to earn merit badges and advance in knowledge, skill and rank.

To show our appreciation, the 2024 Tarleton State MBS will include a service project to support students and assist with food insecurity. Many college students struggle to get through each semester, often forgoing meals to pay for their college and living expenses.

Our service project will help the campus food bank. Each Scout is asked to bring one item on the list below to help stock the shelves of the food bank for the Spring semester. Each troop will bring their items to our event opening assembly so that we can offer service to Tarleton State and to the campus community for being so generous over the years and welcoming to Scouts!

- Cereal
- Trail Mix/packaged Nuts
- Granola Bars
- Vegetable oil/canola/oil/olive oil
- Pasta Meals (mac n' cheese, ravioli, hamburger helper, etc.)
- Pasta Sauce
- Peanut Butter
- Jelly
- Muffin, pancake, or mashed potato mixes

Tarleton State University Merit Badge Seminar - February 23-25, 2024

Adult Registration Form (Attach to Troop Registration Form)

BACKGROUND CHECK, YPT VERIFICATION AND THIS FORM MUST BE SUBMITTED BY JANUARY 23, 2024 TO morrow@tarleton.edu. PLEASE COMPLETE AND SUBMIT FORM EVEN IF YOU ARE NOT SURE YOU WILL ATTEND AS NO LATE LEADER REGISTRATIONS WILL BE PERMITTED.

As leaders we need your assistance in the following areas, and we are providing training opportunities

1. Merit Badge Aides - Adults willing to assist counselors in the Classroom. Morning or Afternoon.
2. Hall Monitors - Adults willing to help observe and help around Campus. Morning or Afternoon.
3. All adults bringing scouts are encouraged to serve as a classroom aide, hall monitor, or attend one of the training courses. **This year we need more classroom aides to assist our instructors.**
4. Adults attending the Merit Badge Seminar will pay a reduced fee, but may have added fees for training sessions selected.
5. Fee pays for a patch, printed materials, mailings, facility rental, and meals.
6. Fee for CPR/First Aid Skills training is \$40. All training for certification will be done at the event this year.
7. A hospitality area will be provided for leaders on the second floor of the OA Grant Building.

Please circle your choice for Training or Volunteering. Circle "Morning" and/or "Afternoon" to assist as classroom aide or monitor.

Adult's Name _____ Address _____ City _____ Zip _____ Phone (work) (_____) _____ Phone (mobile) (_____) _____ Email _____	Merit Badge Aide Morning /Afternoon Hall Monitor Morning/Afternoon	Adult Training Please Circle Choices CPR/First Aid (\$40) Eagle Scout Paperwork On-Line Training Position Specific Training "Life to Eagle" Orientation Advancement Session Scoutbook
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Camp Staff / Volunteer Background Check Form

The information provided below will be used to screen for criminal convictions. Your employment or volunteer participation in any Tarleton State University affiliated camp or program is contingent upon the satisfactory completion of a background screen. Individuals who have been convicted of a sexual offense are not eligible to serve in any employment or volunteer capacity for Tarleton State University affiliated camps or enrichment programs in positions responsible for the direct or indirect supervision of campers or program participants, or which may allow for unsupervised access to, or interaction with, campers or program participants.

FORM WILL NOT BE ACCEPTED UNLESS HOST DEPARTMENT INFORMATION IS COMPLETED

Complete By Host Dept	Host Department & Contact phone #: _____
	Camp: _____ Dates _____
	Box T- _____
	Stephenville, TX 76402

Camp Staff or Volunteer Information

Name: (Last, First Middle) _____ **Troop:** _____

Other names you have used (including maiden name): _____

Date of Birth: _____ **Gender:** ☐ Male: ☐ Female:

Race: ☐ Caucasian ☐ African American ☐ Hispanic or Mexican American ☐ Asian / Pacific Islander ☐ Other Specify _____

We cannot process without a physical address. NO PO BOXES.

Current Address: _____ **City, State, Zip:** _____

County: _____ If you have lived at this address for less than two years, provide your previous address(es): _____

Conviction Record:

Have you ever been convicted of a violation of any local, State, or Federal law other than minor traffic violations? (This includes a plea of guilty or no contest) ☐ YES ☐ NO

If Yes, Date of Conviction: _____

If Yes, was the offense a felony or a misdemeanor: _____

Describe the offense: (If there are multiple convictions or if additional space is required, please include attachments.) _____

I, the undersigned, confirm that the statements made by me on this form are true, correct, and complete to the best of my knowledge and belief, and are made in good faith. I understand that any false statements made herein will void my application for employment or eligibility to serve as a program or camp volunteer. I authorize the operators of the above referenced camp, and or the Tarleton State University Employee Services office to check any personal information against records maintained on the Texas Department of Public Safety Crime Records Service, Sex Offender Database or other similar State or Federal criminal records. I hereby authorize any law enforcement agency to furnish to Tarleton State University, or its agent, my criminal conviction record for a misdemeanor or felony offense. I do hereby release all agents, servants, and employees of Tarleton State University, the person in charge of such law enforcement agency or department, and all members of such law enforcement agency or department from all liability resulting from the furnishing of this information to Tarleton State University.

Signature: _____

Date: _____

The information on this form, together with any attachments, is the property of Tarleton State University. State law requires that you be informed of the following: (1) you are entitled to request to be informed about this information about yourself collected by use of this firm (with exceptions as provided by law); (2) you are entitled to receive and review that information; (3) you are entitled to have the information corrected at no charge to you.

Office Use:

Date Completed: _____

Completed by: _____

- 1) Texas Department of Public Safety (TXDPS) Criminal History
Results: ☐ Yes ☐ No
- 2) State Sex Offender Search - Texas Department of Public Safety (TXDPS)
Results: ☐ Yes ☐ No
- 3) National Sex Offender (NSODW) search - U.S. Department of Justice
Results: ☐ Yes ☐ No

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Results: ☐ Yes ☐ No

Selected	Merit Badge	Req. Completed at MBS***	Other Information
	Eagle Required		
	Citizenship in Community	Complete 1-2,4a,5-7a	
	Citizenship in Nation	Complete all but 8	
	Citizenship in Society	Complete 1-4,10-11	
	Citizenship in World	Complete	
	Communications	Complete 1-3,6	
	Cooking	Complete 1-2b,6	
	Cycling	New	
	Emergency Preparedness	Complete 2-5,6ab,7a	
	Family Life	Complete 1,2,6a,7ab	
	Personal Management	Complete 3-10	2 class sessions
	Sustainability	Complete 1-4,6	
	American Cultures	New	
	American Heritage	Complete 1,2ab,3abc,4ab,5c	
	Animal Science	Complete	Taught at Dairy
	Animation	Complete	
	Archaeology	Complete	
	Architecture/Surveying	Complete	Combined class
	Art	Complete	\$6 fee
	Astronomy	Complete	Planetarium
	Auto Maintenance	Complete	
	Aviation	Complete all but 2adf	Trip to Airport
	Chemistry	Complete	
	Chess	Complete	
	Coin Collecting	Complete	
	Collections	Complete	
	Composite Materials	Complete	
	Crime Prevention/Fingerprinting	Complete	Combined class
	Dentistry	Complete all but 3-4	
	Digital Technology	Complete	
	Disabilities Awareness	Complete	
	Drafting	Complete	
	Electronics	Complete 1,3-5	\$6 fee
	Engineering	Complete	
	Entrepreneurship	Complete	
	Farm Mechanics	Complete 2 and 4	
	Fish and Wildlife Management	Complete 1-4,6ab,8	
	Forestry	New	
	Game Design	Complete	
	Gardening	Complete 1,3,6,7	\$6 fee
	Genealogy	Complete all but 3,4b,5	
	Geocaching	Complete	
	Geology	Complete	
	Graphic Arts	New	
	Health Care Professions	Completed 1-8	
	Horsemanship	Complete 1-8	Equine Center

	Indian Lore	Complete	
	Inventing	Complete	
	Insect Study	Complete 1-4,8,11-12	
	Journalism	Complete all but 4	
	Landscape Architecture	Complete	
	Law	Complete all but 4b	
	Music	Complete	
	Nuclear Science	Complete all but 6	
	Painting	New	
	Pets/Dog Care	Complete 1-3/1-3,6,7,10	
	Photography	Complete 1-3,8	
	Plant Science	Complete	2 class sessions
	Public Health	Complete	
	Public Speaking	Complete	
	Radio	Complete	
	Railroading	Complete	
	Robotics	Complete	
	Scouting Heritage	Complete 1-3,7-8	
	Search and Rescue	Complete	2 class sessions
	Space Exploration	Complete all but 3	Planetarium
	Stamp Collecting	New	
	Theatre	Complete all but 1-3	
	Truck Transportation	Completed 1-3,5-8,10	
	Veterinary Medicine	Complete all but 6	
	Weather	Complete	

	Completed requirements listed are		
	based on previous Merit Badge events		
	and may vary based on instructor		
	List updated 11/15/23		

SCOUT REGISTRATION FORM FOR TROOP # _____

(Grade & Rank **MUST BE** entered)**PLEASE CHOOSE TOP EIGHT BADGES NEEDED FOR EACH SCOUT RANKED
IN PRIORITY FROM FIRST (MOST NEEDED) TO LAST**

NAME _____	1 st	2 nd	3 rd	4 th
Grade _____ Rank _____	5 th	6 th	7 th	8 th
NAME _____	1 st	2 nd	3 rd	4 th
Grade _____ Rank _____	5 th	6 th	7 th	8 th
NAME _____	1 st	2 nd	3 rd	4 th
Grade _____ Rank _____	5 th	6 th	7 th	8 th
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Grade _____ Rank _____	5 th	6 th	7 th	8 th

SCOUT REGISTRATION FORM FOR TROOP # _____ (cont.)

(Grade & Rank **MUST BE** entered)**PLEASE CHOOSE TOP EIGHT BADGES NEEDED FOR EACH SCOUT
RANKED IN PRIORITY FROM FIRST (MOST NEEDED) TO LAST**

NAME _____	1 st	2 nd	3 rd	4 th
Grade _____ Rank _____	5 th	6 th	7 th	8 th
NAME _____	1 st	2 nd	3 rd	4 th
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NAME _____	1 st	2 nd	3 rd	4 th
Grade _____ Rank _____	5 th	6 th	7 th	8 th

SCOUTMASTER SIGNATURE _____ PRINTED NAME _____

SCOUT REGISTRATION FORM FOR TROOP # _____

(Grade & Rank **MUST BE** entered)**PLEASE CHOOSE TOP EIGHT BADGES NEEDED FOR EACH SCOUT RANKED
IN PRIORITY FROM FIRST (MOST NEEDED) TO LAST**

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