

# BSA Adult Application Instructions

1. To join an individual unit, mark the **Type of Unit & Unit Number**.

3. Enter the Unit or Council's **Charter Expiration Date** (virtually all Units are 12/31/current year) and **Term** (= remaining months including current month until Expire Date).

4. Mark **New or Former** (use Former if ever in Scouts, or currently registered).

5. Identify **last unit** you were registered in. Mark if current.

6. Enter **name, address, at least one phone, and date of birth**.

7. Please enter ethnicity; some donor organizations ask for the ethnic make-up of the BSA

8. Enter **Gender and Social Security Number**.

9. Enter **Position Code and Position Description**. The Codes can be found on page 2 of the application form.

10. Please enter e-mail address, if any.

11. **Sign and Date** the form.

23. Calculate fees and **collect amount due**. Part year (\$2/mo.) includes current month. Add \$1.00 for Health/Accident insurance.

2. To join as a District or Council volunteer (or Merit Badge Counselor) fill in **Council and District Name**. For a **District or Council position** skip step 1.

12. Please list last 3 Scouting positions, if any.

13. Please list other experience with youth.

14. List **previous address** if you moved in the last 5 years.

15. Please list memberships, if any.

16. List **References**. **Minimum one required.**

17. Enter driver's license number, if you have one.

18. **Answer all 5 questions** by marking the applicable circle. **Add an explanation, if "Yes"**

19. Enter Occupation, Employer and Business Address, if employed.

20. Eagle record, if any

21. Mark to subscribe to **Boys' Life**, if desired. All Leaders get Scouting Magazine monthly.

22. **Committee Chair signs and dates.**

24. **Charter Org. Head or Rep signs & dates.** The Charter Org is responsible for verifying the character of applicant.

The image shows a BSA Adult Application form with various fields and sections. Red arrows point from the numbered instructions to specific parts of the form. The form includes sections for personal information, contact details, background checks, and approvals. Key fields include: UNIT SCOUTERS (Pack, Troop, Team, Crew, Ship), EXPIRE DATE, TERM, COUNCIL NO., TYPE OF UNIT, UNIT NO., First name, Middle name, Last name, Suffix, Country, Mailing address, City, State, Zip code, Home phone, Business phone, Ext., Call phone, Date of birth, Ethnic background, Gender, Social Security No., Occupation, Employer, Country, Business address, City, State, Zip code, Position Code, Scouting position (description), Are you an Eagle Scout?, Date earned, E-mail address, Boys' Life subscription, and various signature and date fields for approvals.

- Notes:
- Required information is in **bold and underlined**.
  - **Applicant MUST sign the Disclosure/Authorization Form** on the page before this one and submit it with the Application.
  - Applications for new Committee Chair, Cub/Scoutmaster, Crew Advisor, **must** include an application for moving the former leader to a new position, or note "Current (position code) retiring from Scouting" in white space above the Position Description.
  - Unit: **submit "Local Council Copy" and Disclosure Form (via your BSA professional or a Commissioner)** with payment ASAP.
  - Registration fee = \$24.00/yr (\$2.00/mo) plus \$1/yr insurance; *Boys' Life* fee (optional, but strongly recommended) = \$12.00/yr (\$1.00/mo)
  - "Multiple" fee (already registered and now adding a second registration or Scouting position = \$0.00; write MULTIPLE to the left of "Registration" and indicate the Unit where primary registration is held)