



SCOUTS BSA TROOP 373

ADULT REGISTRATION

REQUIREMENTS AND TIPS FOR
SCOUTS BSA ADULT REGISTRATION

STEP 1

Complete the BSA Adult Application form

- Be sure to fully complete the form to include position code
- Sign the background check authorization form (last page of application)

POSITION CODES

SM - Scoutmaster
SA - Assistant Scoutmaster
MC - Committee Member
42 - Merit Badge Counselor

STEP 2

Complete the Troop 373 Registration form

- The troop registration form collects information like email addresses, additional phone numbers, and other pertinent information
- You can either complete the paper form or fill in the information online once you have a login for the troop website

STEP 3

Submit the registration fee

- Submit application and current registration fee to unit treasurer. Make checks payable to "Troop 373"

STEP 4

Complete the BSA Youth Protection training

- Go to <https://my.scouting.org/> and create an account
- Click on the Youth Protection Training logo on the right hand side of the page
- Forward your certificate of completion to your unit leader or upload to the troop website



STEP 5

Complete the Diocese of Orlando training and fingerprinting

- Go to <https://www.orlandodiocese.org> and click on "Safe Environment" on the right side of the homepage
- Click on the yellow button to register and begin the Safe Environment Training and follow the directions
- Enter **226** when asked for your parish/school office Entity Code and select **Volunteer** when asked for your role/applicant type.
- Go to <https://www.fieldprintflorida.com> and make an appointment at one of several local fingerprinting locations
- You will need to bring your appointment number, along with two forms of valid identification, such as a driver's license or passport to your appointment
- Cost for fingerprinting is approximately \$44
- Forward your approval email to your unit leader or upload approval to the troop website

go to www.ScoutSpace.org for more details and electronic forms

EXTRA TIPS

- Assistant Scoutmasters work directly with youth and can assist with advancement by performing scoutmaster's conferences.
- Committee Members assist with troop logistics and are required for a scout's Board of Review.
- There are over 120 merit badges offered by Scouts BSA. Consider becoming a merit badge counselor for any merit badge that aligns with your profession or hobbies. A separate merit badge counselor application must be completed to become a merit badge counselor.
- Fingerprinting and the diocesan Safe Environment Training are required by the Diocese of Orlando for any adult working with children at any one of its churches.
- No adult may accompany the troop on any overnight or day trip without being fingerprinted and completing the BSA Youth Protection Training.
- MyScouting.org has additional courses specific to each position in a troop (committee member, scoutmaster, merit badge counselor). Consider completing the training courses for troop position.