



2025 Spring Merit Badge Academy Attendees:

We are looking forward to seeing you at the GTBAC Spring Merit Badge Academy at Saint Leo University on Saturday, May 3, 2025. Please review the important information in this document prior to the event.

Location:

Saint Leo University is located at 33701 County Road 52, Saint Leo, FL 33574.

From I-75, take Exit 285, then east on State Road 52 towards Dade City/San Antonio. After 1.2 miles on SR CR, take a slight left to CR 52. On CR-52, go 2.4 miles, turn right, then turn left at the traffic light (Palm Blvd) into the main entrance of Saint Leo University. If you miss the first turn onto CR 52, take a left at the next traffic light (Mirada) which will bring you north to CR 52. Turn right there and follow the directions above to get to Saint Leo University campus.

Once you have turned into Saint Leo, follow the drive north towards the roundabout. If you are parking, turn at the first right at the roundabout and follow the road east to the parking area. If you are quickly dropping off, pull around the roundabout to the north end and drop off passengers for Kirk Hall (the building just northeast of the roundabout). To avoid congestion, please make this drop-off quick. If you need additional time, please park and then unload in the parking lot. Vans or other large passenger vehicles should park to unload. There is plenty of parking available. If the first lots are full, continue down Campus Drive for additional parking. Please follow traffic flow directions in the parking lots.

For afternoon pickup, all drivers must park and meet their passengers by the registration check-in area in front of Kirk Hall.

Arrival, Check-in and Class Procedures:

Upon arrival, participants should check in at the tables in the breezeway outside Kirk Hall. Check-in will open at 8:00 a.m. Participants should arrive before 8:30 a.m. to check in.

To expedite check-in, please follow the following directions:

1. Units arriving together should check in together with 1-2 adults handling check-in with everyone else waiting. Please limit the number of people in line to those necessary. Please have a roster ready.
2. Individuals checking in should be ready to provide their name and unit.
3. All participants need to know their class schedules prior to arrival. We will not have time to look it up for you. Unit leaders, please make sure scouts are prepared.
4. At check-in you will receive one meal ticket per registrant. You will need this meal ticket for lunch.

After check-in, participants will remain in the area around Kirk Hall until released to their classes. There will be signs identifying assigned classrooms.

After the morning session ends, everyone will head to the dining hall for lunch, bringing their personal items if they are taking a different class in the afternoon. At the end of the day, Scouts will leave their classes and return to the registration area for pickup.

Medical Information:

As always, individuals with any actively contagious illness should not attend the event. *All attendees must bring their completed medical forms part A & B. Attendees will retain their forms unless needed for medical care.*

Required Items for All Participants:

- A/B Medical form (Scouts keep this with them). This can be downloaded at: https://filestore.scouting.org/filestore/HealthSafety/pdf/680-001_AB.pdf
- Backpack to hold your supplies and gear
- Rain Gear if needed – check weather forecast for Saturday morning
- Refillable water bottle & Sunscreen (for outside classes)
- Class registration info (know which class(es) you are taking)
- Blue cards signed by your Scoutmaster/ASM
- Pens/pencils, with paper for note taking. Scouts should bring the printed merit badge worksheet(s) for their classes and record any prerequisite work there. These are useful for notes also. These are available free online at <http://usscouts.org/mb/worksheets/list.asp>

Dress for Scouts:

- Scouts and Scouters are to wear field uniforms (Class A). We recommend wearing a scouting T-shirt (Class B) underneath the uniform shirt. Some classes will spend some time outdoors and scouts may be able to leave their class A inside.

Your schedule will be:

8 a.m. to 8:30 a.m. – Arrive at Saint Leo and check-in
8:45 a.m. – Release to class locations – be at class promptly by 9 a.m.
9 a.m. – noon – Morning session
Noon to 12:45 p.m. – Lunch in Dining Hall
1:00 p.m. – Afternoon session begins
4:00 p.m. – Class instruction ends
4:00 – 4:15 p.m. – Complete paperwork, scouts pack up and clean class area. LEAVE NO TRACE!
4:30 p.m. – All scouts should be picked up for departure

Have fun, make the best of this opportunity to earn Merit Badges.

If you have any questions, please feel free to contact Frank Brown at feb.scouting@gmail.com or call/text 813-695-7291.

Yours in Scouting,

Catherine Eisenhart-Mora
Frank Brown | Merit Badge Event Volunteer Lead

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Scout/Scouter Code of Conduct

Saint Leo University has a beautiful campus that we are fortunate to be able to use. To ensure our safety and for the protection of all in attendance, as well as the facilities and grounds, all Scouts and Scouters must comply with the following code of conduct:

1. Youth Protection Rules and the Buddy System are to be followed at all times.
2. Scouts are not to be in any classroom on campus unless adults are present.
3. Scouts will not touch any electronic equipment, chalkboard, whiteboard or any other items in classrooms without adult permission or direction.
4. Scouts should not be outside on campus during class time except for classes that will be going outside, unless returning to check in area.
5. Scouts will not engage in horseplay or other activities that could result in injury to persons or damage to property.
6. After afternoon classes, Scouts should return to the registration area and wait for rides.



- 1. University Safety
- 2. Music Building
- 3. Department of Information Technology
- 4. Chiller Plant
- 5. U.S. Post Office
- 6. Saint Leo Abbey Gift Shop
- 7. Abbey Church
- 8. Benedictine Monks of Saint Leo Abbey
- 9. Daniel A. Cannon Memorial Library
- 10. Saint Francis Hall
- 11. Saint Edward Hall
- 12. Tapia College of Business
- 13. Lewis Hall
- 14. Selby Auditorium
- 15. Kirk Hall
- 16. DeChantal Hall
- 17. Marion Bowman Pool
- 18. Marion Bowman Activities Center
- 19. Marion Bowman Gymnasium
- 20. Turf Stadium (Lacrosse) / Parking Garage
- 21. Alumni Residence Hall
- 22. Roderick Residence Hall
- 23. Benoit Residence Hall
- 24. Benedict's Coffeehouse
- 25. Henderson Residence Hall
- 26. Thomas B. Southard Baseball Stadium
- 27. Tennis Courts
- 28. Intramural Field
- 29. Beach Volleyball
- 30. University Softball Stadium
- 31. Soccer Field

- 32. Fine Arts Building
- 33. Student Apartments 5-6
- 34. Ropes Course
- 35. Student Apartments 1-4
- 36. Lakefront Access
- 37. Lake Jovita
- 38. Military Resource Center (MRC)
- 39. Saint Leo Abbey Cemetery
- 40. The Bowl
- 41. Student Community Center
 - Stephen Herrmann Mail Center
 - Bookstore
 - Dining Hall
 - Greenfelder-Denlinger Boardrooms
 - Fuz, Saint Leo University Fusion Eatery
- 42. Saint Jude Chapel
- 43. Student Activities Building
- 44. University Admissions
- 45. Marmion-Snyder Residence Halls

- 46. Wellness Center
- 47. Black Box Theatre
- 48. Benedictine Hall
- 49. Facilities Management
- 50. Crime Scene House
- 51. The Villa
- 52. Abbey Golf Course
- P Parking

