



# **Mid-America Council Overland Trails Territory Merit Badge University July 25-27, 2025**



# MERIT BADGE UNIVERSITY GENERAL INFORMATION AND POLICIES

## SECTION ONE: DATES, REGISTRATION FEES & SCHEDULES

### 2025 REGISTRATION DATES & FEES

Due to the Nature of This Event, Pre-Registration Is Required to Attend

Deadline	Registration	Fees
May 2nd, 2025 11:59 PM	Early Bird Registration Deadline	Scouts \$125.00 Leaders \$50.00
June 22, 2025 11:59 PM	Registration Deadline	Scouts \$150.00 Leaders \$75.00
July 7th, 2025 11:59 PM	Late Registration Deadline	Scouts \$200.00 Leaders \$75.00

\*\*\*\*\*NO REGISTRATIONS WILL BE ACCEPTED AFTER JULY 7th\*\*\*\*\*

**REGISTRATION & PAYMENTS** The registration fees include Friday dinner, Saturday breakfast, lunch, and dinner, Saturday night Island Oasis swim, Sunday breakfast, facilities, liability insurance, MBU patch, and program supplies for Scouts and adults registered for Merit Badge University. Order MBU T-shirts at the time of registration for \$15.00

### Arrival and Check-In Procedures

We want to make your check-in process as quick and easy as possible.

1. Park your vehicle(s) in the east end of the Central Community College (CCC) parking lot and send one leader into the 500 wing, where you will go over or turn in the following:
  1. Roster and payment status
  2. Class schedules for each Scout
  3. Health forms for each Scout and leader.
2. After checking in at CCC, drive your gear to the campground located at the north end of the Stuhr Museum.
3. You will be greeted by a staff member and shown to your campsite. You will be allowed to take vehicles and trailers into the campground to unload gear.
4. After unloading your gear, all trailers must be parked at the north end of the campground, and all vehicles must be parked around the north end of the circle drive to the south of the campsite.

**IN COUNCIL FINANCIAL ASSISTANCE:** If you have a Scout who would like to attend but does not have the financial ability to pay the fee. Request a financial assistance form from the Overland Trails Territory Scout Office at 308-382-3717.

### REFUNDS AND MBU WITHDRAWALS: Effective March 1, 2025

In general, fees for district and council activities are transferable to other Scouts within the unit should a Scout or adult cannot attend. Partial refunds may be approved for all activities/events/camping programs based on the type of event and impact to the planning process for that event. If approved, the refundable amount will be returned using the original payment method, if possible.

Weekend Events: (i.e., Camporee, lock-ins, AOL and Webelos Woods, Merit Badge University)

80% refunds are available if requested more than 14 days before the event. (continued on next page)

70% refunds are available if requested more than 5 days before the event.

We understand extenuating circumstances can lead to a refund request beyond the above timeline or last-minute cancellations. The following circumstances may be eligible for a partial refund upon request.

- Sickness or injury
- Death in the immediate family
- Relocation outside MidAmerica Council borders

Complete the online form to submit a refund request: <https://247scouting.com/forms/326-RefundRequest>.

Questions should be directed to the Mid-America Council at [mac@scouting.org](mailto:mac@scouting.org) or 402-431-9272.

The refund request form can be found online at <https://mac-bsa.org/>

## SECTION TWO: MERIT BADGE SESSION INFORMATION

### MERIT BADGE SESSIONS:

- Friday Merit Badge Session One is scheduled for Friday afternoon.
- Sessions Two and Three are scheduled for Saturday morning and afternoon, respectively.
- Session Four is scheduled for Sunday morning.

**MERIT BADGE SELECTION:** *Not all Merit Badges are available during every session, and some merit badges may require two sessions to complete.* Also, please pay close attention to the prerequisites that need to be completed and signed off before attending; please refer to the “MBU Merit Badge Class Catalog and Class Schedule (Grid)”, available online at <https://mac-bsa.org/>

**MULTIPLE-SESSION MERIT BADGES:** The following merit badges require multiple sessions.

Robotics    First AID    Composite Materials

Additional Merit Badges may be added to this list as Merit Badge requirements are reviewed. Please refer to the MBU Catalog for any updates.

**MERIT BADGE PRE-REQUISITES:** Prerequisites are listed in the MBU Catalogs and should be completed and approved before attending class. **\*\*\*It is the unit's responsibility to check the completion of the Prerequisites, not the MBU counselor\*\*\***

**BRING TO CLASS:** A copy of the Merit Badge Pamphlet, any photos, letters of approval or responses, and any other materials documenting that all pre-requisite work has been completed. **A long-sleeved shirt and pants (non-polyester) must be worn for the following merit badges: welding, metal work (blacksmithing and tinsmithing). A bicycle and an approved bicycling helmet are required for the Cycling merit badge.** Also, bring a pen or pencil and a notebook to class.

**ATTENDANCE:** Scouts must sign an attendance sheet at the beginning of every class. It will be the Scout's responsibility to affirm their presence in class. If the Scout does not sign in, we have no way of knowing that they attended the class.

**CLASS CHANGES:** If Scouts need to change class selections, they must do so before July 1, 2019. New class selections are subject to class availability. If you know you will take a merit badge at summer camp, please do not sign up for it at MBU. Direct class changes to Overland Trails Territory Scout Office at 308-382-3717.

**MBU CLASS CANCELLATION:** The Merit Badge University committee reserves the right to cancel a class due to low registration or losing a Merit Badge Counselor. Cancellation notifications are sent to Scouts and Leaders after a cancellation determination has been made.

### 2025 BLUE CARD POLICY:

MBU BLUE CARDS WILL BE AVAILABLE ONLINE NO LATER THAN AUGUST 8<sup>th</sup>.

### SECTION THREE: GENERAL INFORMATION

**CHECK-IN:** MBU Check-in is from 11:00 am to 2:00 pm on Friday at the Central Community College (Health Science Building, Southeast door). All Units are required to check in on Friday at Central Community College (11 am-2 pm). During check-in, leaders will turn in their health forms and receive their weekend unit information, wristbands, and class schedules. After 2:00 p.m. on Friday, check-in continues at the MBU Headquarters, located in the Stuhr Rolling Stock Building.

If your unit cannot check in on Friday, please check in at HQ at the Stuhr Rolling Stock Building on Saturday.

**\*\*\*\*The required health forms are provided during check-in and will be returned to the unit at checkout.**

#### Annual Health and Medical Record

Please fill out Parts A and B of the Annual Health and Medical Record **FULLY** and include a copy of the health insurance card. Improperly completed forms and missing health insurance cards are the most common problem at check-in.

The Annual Health and Medical Record can be downloaded from the following website:

<https://www.scouting.org/health-and-safety/ahmr/>

For both youth and adults attending MBU, Parts A and B of the Annual Health and Medical Record are required. From the website mentioned above, click on the blue “Download” button to the right of the “All Scouting Events” heading. **Please remember to include a copy of both the front and back of the participant’s health insurance card.**

#### Common Problems

Common problems found at check-in are listed below. Please review the Annual Health and Medical Records for your unit and ensure they are complete.

Copy of insurance card not present

No parent signature on page 1 for a minor participant

Participant restrictions not listed on page one or the “None” box not checked

Pertinent health history not disclosed on the Health History section on page 2 (continued on next page)

Allergies not listed on page 3

Medications not listed on page 3

The permission section for non-prescription medications is not filled out or signed on page 3

The immunization section is not filled out on page 3



**CAMPSITES:** Campsites will be assigned prior to check-in. **Please advise us, before July 1st, if your unit has any special needs or physical limitations we should be aware of, including electricity for C-PAP machines.** Vehicles are permitted to enter the campground to unload gear. There are NO vehicles or unit trailers allowed to stay in the campground area; they must be parked in their designated parking areas.

Please note: 1) open flames of any kind are **NOT** permitted; 2) we are camping on an open prairie, to help protect tent floors, it is recommended that you place a tarp or ground cloth under each tent; and (continued on next page) 3) follow the practices of “Leave No Trace”; (4) once the Sunday morning session has started at 9:00 am, leaders will be allowed to bring their vehicles into the campsite to start loading up gear.,

**Event MAPS:** Maps of Stuhr Museum and Central Community College are found in the following link:  
[MBU Maps](#)

### **Adult Leaders**

**Two registered adult leaders 21 years of age or over are required at all Scouting activities, including all meetings. There must be a registered female adult leader 21 years of age or over in every unit serving females. A registered female adult leader 21 years of age or over must be present for any activity involving female youth or female adult program participants.**

**Notwithstanding the minimum leader requirements, age and program-appropriate supervision must always be provided.**

**All adults staying overnight in connection with a Scouting activity must be currently registered as an adult volunteer or an adult program participant. Adult volunteers must register in the position(s) they are serving in.** Registration as a merit badge counselor position does not meet this requirement.

**UNIT LEADER RESPONSIBILITIES:** Adult leaders are responsible for monitoring the behavior of youth members and interceding when necessary. We encourage leaders to attend merit badge class sessions to help meet the two deep leadership requirement and assist the merit badge counselor with any behavior issues. This will enable counselors to focus on the Merit Badge requirements.

**TRANSPORTATION:** Transportation is provided to participants taking classes at off-site locations. Scouts taking classes off-site are required to use the provided transportation. Transportation is not included for any evening off-site activities. Each unit is responsible for getting their scouts to these activity locations and returning them to Stuhr Museum.

**EMERGENCIES & ACCIDENT REPORTING:** All medical emergencies and accidents must be reported to staff (even those not requiring medical attention).

**MEALS:** The following meals are provided as part of the registration fee:

Friday: dinner

Saturday: breakfast, lunch, and dinner

Sunday: breakfast

**\*\*\*Please advise us of any special dietary needs we should know **during registration.****

**T-SHIRTS:** T-shirts must be pre-ordered at the time of registration. Cost is \$15.00 each. T-shirts are included in the Early Bird registration cost. After the early bird, a t-shirt is not included. A few T-shirts may be available for sale at the event for \$20.00 each.

**THE GEORGE FERRIS AWARD:** The George Ferris Award will be awarded to the top unit at Merit Badge University. Judging criteria for the “George Ferris Award” are included in the troop packet you will receive at check-in. This is a link to the application form. [This is a link to the application form.](#) [George Ferris Award](#)  
**Please bring your form to the headquarters at Stuhr Museum by 6:00 p.m. on Saturday.**

**THE “SPIRIT STICK AWARD”:** The MBU Spirit Stick Award is given to two Scouts (one in Council and one out of Council) who demonstrate the true meaning of Scout spirit by living the Scout Oath and Law. Judging criteria for the “Spirit Stick Award” are included in the troop packet you will receive at check-in. Applications are accepted during MBU. This is a link to the application form. [Spirit Stick Award](#). **Please bring your form to the headquarters at Stuhr Museum by noon on Saturday.**

### **ADULT LEADER BSA TRAINING OPPORTUNITIES:**

The following Leader training opportunities will be available: **Sorry, but no Adult Leader Training is being offered this year.**



## **Packing List**

### **Participant Packing Checklist**

- Annual Health and Medical Record
- Water Bottle
- Medications with directions
- Duffel bag or pack
- Appropriate swimsuit
- Towels
- Official BSA Uniform
- Sturdy shoes/boots
- Raincoat or poncho
- Sweatshirt or jacket
- Sunscreen
- T-shirts
- Long pants
- Shorts
- Underwear
- Socks
- Toothbrush & toothpaste
- Hairbrush or comb
- Flashlight & batteries
- Insect repellent
- Pocket knife (must have Totin' Chip or Whittling Chip to use)
- Personal first aid kit
- Sleeping bag or sheets & blankets
- Pillow
- Pajamas
- Wristwatch
- Camp stool/chair
- Merit Badge pamphlets
- Writing & drawing materials
- Scout Handbook
- Spending money
- Camera
- Items prohibited are firearms and ammunition, fireworks, alcoholic beverages, illicit drugs, pornography, and laser pointers.
- Items not recommended are electronic devices (such as Nintendo DS, iPods, radios, cell phones), items of value, and extra food that might attract animals.
- Campers should mark all clothing and equipment with their names.
- A Scout is welcome in any Scout camp, whether or not he owns a Scout uniform.

### **Unit Equipment Checklist**

- Tents
- Lawn chairs for leaders
- Campsite games such as glow-in-the-dark frisbees, whiffle ball, etc.
- Unit first aid kit
- Duct tape
- Binder twine or rope
- Citronella candle

- Lantern
- Flags—American and unit

#### SECTION FOUR: CAMPUS FUN

**MBU ACTIVITIES:** An MBU wristband is required for admission to **ALL** MBU activities and meals.

**CAMPUS ACTIVITIES:** Some have become a tradition, and some are different every year, but all help to promote the “scouting spirit”, teamwork, and friendships. Some of this year’s activities include:

Root Beer Floats

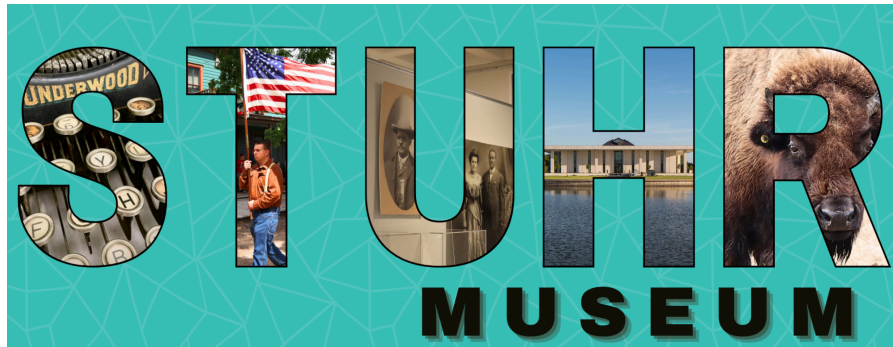
Helicopter Ambulance,

Traditional Moonlight Swim at Island Oasis Water Park (Activity Ticket is included with registration fee)

Scouts Own Worship Service

Stuhr Museum (All Stuhr buildings and exhibits are open to all participants during normal hours.)

Scavenger Hunt Around Stuhr Museum



## 2025 Merit Badge University Schedule

Due to the complexity of this event, this is a General Time Schedule Outline and is for guidance during planning purposes only. A definitive Event Time Schedule will be included in each unit's packet at the time of check-in.

Friday, July 25	Activity
11:00	Check-in Begins – Central Community College (Southeast Doors)
1:15 pm	Meet at transportation (off-site merit badges), the <b>Parking lot at CCC</b>
2:00-5:00	Friday Merit Badge Session One
6:00	Dinner
7:00	Evening Flag, Announcements (on the parade ground)
11:00	Lights-out
Saturday, July 26	Activity
6:45	Morning Flag, Announcements (on the parade ground)
7:00	Breakfast
7:45 am	Meet at transportation (off-site merit badges), <b>Stuhr Railroad display</b>
8:30-11:30	Merit Badge Session Two
12:00	Lunch
1:15 pm	Meet at transportation (off-site merit badges), <b>Stuhr Railroad display</b>
2:00-5:00	Merit Badge Session Three
2:30	Camp Site Inspection for the George Ferris Award
5:30	Dinner
6:15	Evening Flag/Scouts Own Service (on the parade ground)
6:45 – 8:00	On-Campus Activities
8:15—10:15	Moonlight Swim
11:00	Lights-out
Sunday, July 27	Activity
6:30	Closing Flag, Announcements, Awards (on the parade ground)
7:00	Breakfast
7:45 am	Meet at transportation (off-site merit badges), <b>Stuhr Railroad display</b>
8:30-11:30	Merit Badge Session Four
10:00—2:00	Unit Check Out and Staff Campground Breakdown



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