

BSA Adult Application Checklist

These items need to be completed before an adult application can be processed*

** Subject to change*

Please note – All units should be using the 2020 (or later) version of the BSA Adult Application

- This version is available online through Erie Shores Council or National websites or as a hard copy from the Jadel Leadership Center

Please place a checkmark by the following items to confirm their completion:

- 1. BSA Adult Application (*required items*)
 - First Name & Last Name
 - Mailing Address
 - Phone Number
 - Date of Birth
 - Gender
 - Social Security Number
 - Position
 - Email Address
 - Declaration of Religious Principles – initialed
 - Affirm information in application – initialed
 - Signature of applicant & date
 - Signature of Chartered Org Rep (or representative) & date
 - Signature of District Executive & date
 - Unit Type, Number, and District
 - Questions 6 a. – f. completed

- 2. Additional Disclosures & Background Check Authorization – completed & signed
 - * Versions before 2020 are not acceptable*

- 3. Youth Protection Training certificate – attached

- 4. Receipt of payment – attached*
 - * **Transfer applicants** – need to check the “transfer” box on the BSA Adult Application and include the unit number or the Council they are transferring from*
 - * **Multiple applicants** – need to check the “multiple” box on the BSA Adult Application and include which unit they are primaryed in*
 - * **Paying by unit account** – please write it at the bottom of the application*

- 5. Application materials have been stapled and placed upside down in the metal bin on the Registrar’s Desk

- 6. Timeframe – if all the steps have been completed turnaround time is on average 72 hours. Missing items can push turnaround times back on average by 1-2 weeks