



Scouting America

National Sea Scout Committee

**REQUEST FOR AUTHORIZATION TO CONDUCT A SEABADGE COURSE**

**YEAR of Course** \_\_\_\_\_ **LANGUAGE** \_\_\_\_\_

**Host council** \_\_\_\_\_ **Host council No.** \_\_\_\_\_ **Council Service Territory No.** \_\_\_\_\_

**Address** \_\_\_\_\_

**City** \_\_\_\_\_ **State** \_\_\_\_\_ **Zip code** \_\_\_\_\_

**Host council staff adviser** \_\_\_\_\_

**Daytime phone number** \_\_\_\_\_ **Email** \_\_\_\_\_

**Is this a cluster virtual course?**  **Yes**  **No**

*In accordance with all national training procedures, authorization is requested to conduct a course as indicated above. Host council agrees that staff, equipment, and facilities will meet the high standards and expectations set by the National Sea Scout Committee along with strict adherence to the correct current materials - Administrative Guide, instructor materials (syllabus), etc.*

**Course location** \_\_\_\_\_ **City/state** \_\_\_\_\_ **Zip code** \_\_\_\_\_

**Dates** \_\_\_\_\_ **Cost** \_\_\_\_\_

*The following names are submitted as candidates for course director and backup course director.*

**Course Director**

**Backup Course Director**

Name \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

Email \_\_\_\_\_

Current Scouting position \_\_\_\_\_

Current Scouting position \_\_\_\_\_

Staff Experiences			
List experiences for selected course, most recent first.			
Course	Position	Month/Year	Location

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This application must be submitted at least 270 days in advance (90 days for virtual course) of the proposed course date. The Course Director must be confirmed as qualified by the National Seabadge Coordinator. Advance notice exceptions only per Administrative Guide.

- Submit a complete budget with this application.
- Attach a list of the names, e-mail addresses, and telephone numbers of all staff members for this proposed course.
- A Seabadge Course Director must have served twice on prior Seabadge courses with one of those times as a Crew Guide. There can be no exception.

## Course Director Agreement

Recognizing that Seabadge is a national program and that in accepting this nomination as Course Director I will be representing the National Council, Scouting America, I enter into the following covenant:

1. My staff and I will present the content and activities in the current Seabadge Administrative Guide and instructor materials (syllabus) without additions, deletions, or shortcuts.
2. I will structure our staff as outlined in the Seabadge Administrative Guide, focusing on diversity and training skills. Staff members will pay their own way.
3. As outlined in the Seabadge Administrative Guide, I will file reports and any required council, territory or national paperwork within the specified time frames.
4. Our course will be conducted in accordance with the aims and methods of the Boy Scouts of America. All staff members and students will be informed that.
  - a. Seabadge is a positive learning experience. The guiding principles are the Methods and Aims of the BSA.
  - b. We will create a positive learning environment at Seabadge and provide a setting where everyone should feel physically and emotionally secure. We will accomplish this in several ways:
    - We will set the example for others and ourselves by always behaving in a Scout-like manner. To the best of our abilities, we will live the Sea Promise, Scout Oath and Law every moment of each day.
    - We will refuse to tolerate any kind of bullying, put-down, name-calling, or physical aggression.
    - We will communicate our acceptance of each participant and each other whenever possible through expressions of concern and by showing our appreciation.
    - We will create an environment based on learning and fun. We will seek the best from each participant and do our best to help each person achieve it.
5. The staff, participants and I will wear The Official Sea Scout Uniform as described in the current Sea Scout Manual.

Participants attending Seabadge who are not registered in the Sea Scout program will wear the appropriate Scout uniforms for their Scouting position.
6. I will maintain the integrity of the course content, including the Seabadge Administrative Guide, Seabadge instructor materials, Seabadge Participant Manual, and all supporting materials. I will ensure that these materials are not copied or electronically published, except as specified as a part of the course participation.

	Signature	Date
Course Director Applicant (print or type name)		

### Host Council

	Signature	Date
Council training chairman (print or type name)		

	Signature	Date
Scout Executive (print or type name)		

**NOTE:** Host council sends original request to the office of the National Seabadge Coordinator at [seabadge@seascout.org](mailto:seabadge@seascout.org).

### National Approval

This course  **is approved** or  **is not approved**

- *If the course is approved*, a Google Drive will be set up containing documentation and instructional material to conduct this course and will be sent to the Course Director.
- Approval to hold a Seabadge comes from the National Seabadge Coordinator and National Commodore; they can review and reject an approval if the information and experience does not meet the standards set forth in the current syllabus.

	Signature	Date
National Seabadge Coordinator (or representative) (print or type name)		

**For National Use Only**  
**Course Number Assigned**