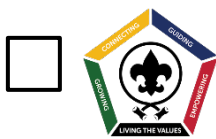


# Request for Authorization to Conduct a National Training Course

Year in which course will be held: 202X



Host Council \_\_\_\_\_ Host Council No. \_\_\_\_\_ Territory \_\_\_\_\_

Council Address \_\_\_\_\_

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

Host Council Staff Adviser \_\_\_\_\_

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

Is this a Multi-Council course?  Yes  No

Course Number (Wood Badge only): CST# - Council # - Year - Course # (example: 17-356-22-2)

Dates Weeklong MM/DD - MM/DD Weekend #1 MM/DD - MM/DD Weekend #2 MM/DD - MM/DD

Weeklong Location \_\_\_\_\_ OR Location \_\_\_\_\_ Location \_\_\_\_\_

City/State \_\_\_\_\_ City/State \_\_\_\_\_ City/State \_\_\_\_\_

*In accordance with all National training procedures, authorization is requested to conduct a course as indicated above. The Host Council agrees that staff, equipment, and facilities will meet the standards and expectations set by the Scouting U along with strict adherence to the current materials (Administration, Staff Development, and Syllabus).*

**The following names are submitted as candidates for Course Director and Backup Course Director. The Host Council agrees that, if approved, each will attend a required Course Director Conference as required in the Administration section for the respective course materials.**

**Course Director**

Name \_\_\_\_\_

Address \_\_\_\_\_

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

Phone \_\_\_\_\_

Email \_\_\_\_\_

Current Scouting Position \_\_\_\_\_

**Backup Course Director**

Name \_\_\_\_\_

Address \_\_\_\_\_

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

Phone \_\_\_\_\_

Email \_\_\_\_\_

Current Scouting Position \_\_\_\_\_

Course Director Staff Experiences		
List experience only on the type of course to be directed, most recent first (except WB troop guide for NYLT courses).		
Course Type	Position	Month/Year

Backup Course Director Staff Experiences		
List experience only on the type of course to be directed, most recent first (except WB troop guide for NYLT courses).		
Course Type	Position	Month/Year

*\*\*A Wood Badge course director MUST have served as a troop guide in a prior Wood Badge course. There can be NO exception.*

	Course Director	Backup Course Director
If Wood Badge - Number of Times served on Wood Badge Staff:		
If NYLT - Has completed Wood Badge as a participant: (required)	Yes No Year:	Yes No Year:
If NYLT - Has served as Troop Guide for Wood Badge: (optional)	Yes No Year:	Yes No Year:

**Note: Individuals can only serve on Wood Badge staff five times, including being Course Director**

# Request for Authorization to Conduct a National Training Course

## For Multi-Council Courses Only

The following councils have agreed to provide participants and staff members:

Council Name	Council No.	Council Contact Email
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

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## Host Council Approval

_____	_____	_____
Council Training Chair Name	Signature	Date
_____	_____	_____
Scout Executive Name	Signature	Date

## Territory/National Approval

This course  is approved or  is not approved

NOTE: Host council sends original request to the Territory Training Coordinator.

- If the course is approved, supplies and materials to conduct this course may be ordered. The Territory will assure that the Course Director and Backup Course Director are invited to a required Course Director Conference.
- If the course is not approved, the Territory Training Coordinator should confer with the host council to resolve problems.
- Approval to hold a Council or Multi-Council Wood Badge or NYLT course usually comes from the Territory Training Coordinator. However, Scouting U can review and reject an approval if the information and experience does not meet the standards set forth in the current syllabus.

_____	_____	_____
Territory Training Coordinator	Signature	Date

Territory Training Coordinator: Send the approved Request for Authorization to Conduct a National Training Course to [nationaltraining.course@scouting.org](mailto:nationaltraining.course@scouting.org)