

NYLT REQUIRED DOCUMENTATION CHECKLIST

PARTICIPANT NAME: _____

The following documentation is required for a participant to be enrolled in the NYLT course. All participants will be placed on a preliminary roster until ALL required documentation and fees are received and are in good order. Once ALL documentation and fees are received, and are in good order, the participant will be placed onto the course roster and will receive an email welcoming that participant onto the course. **Please MAIL all documentation to your course registrar.**

- THIS CHECKLIST AND ASSOCIATED PAGES (ALL 5 PAGES), INCLUDING THE UNIT LEADER APPROVAL AND RECOMMENDATION, THE PARTICIPANT'S AND PARENTS' SIGNATURES, THE ACKNOWLEDGEMENT OF THE CANCELLATION POLICY, AND THE NYLT CODE OF CONDUCT**

- COMPLETED BSA ANNUAL HEALTH AND MEDICAL RECORD (AHMR) PARTS A-B-C (2019 PRINTING), SIGNED BY YOUR PHYSICIAN WITHIN ONE YEAR OF THE LAST DAY OF COURSE. (PLEASE MAIL TO THE REGISTRAR)**

- A COPY OF THE SCOUT'S INSURANCE CARD FRONT AND BACK (PLEASE MAIL TO THE REGISTRAR)**

- BSA OFFICIAL ACTIVITY CONSENT FORM**

- SPECIAL NEEDS AND DIETARY RESTRICTIONS FORM (where applicable)**

- COURSE FEES PAID IN FULL**

For more information or questions, please contact your course's Registrar.

**Approval of Unit Leader (Scoutmaster, Advisor, or Skipper)
(required for youth consideration)**

I endorse the Troop/Crew/Post/Ship member named above as a candidate for National Youth Leadership Training. He/She has completed the Introduction to Leadership Skills for Troops (ILST), Introduction to Leadership Skills for Crews (ILSC), or Introduction to Leadership Skills for Ships (ILSS) training required to attend this course.

Unit Leader's Signature _____

Unit Type and Number _____ Phone Number _____

E-mail Address _____

**Recommendation of Unit Leader (Scoutmaster, Advisor, or Skipper)
(required for youth consideration)**

NYLT is an advanced leadership course with ideas, tools, and techniques that require the ability of the participant to function successfully in a classroom like setting and have the temperament to work well with others. Please briefly speak towards your Scout's motivation, maturity, and ability to understand and process leadership concepts in a learning environment and his/her ability to function in a team environment. Please understand that days start early and end late and are filled with learning modules and activities that will challenge every participant. **(Include your comments below).**

Participant Promise and Certification

On my honor as a Scout, I, _____ promise that I will faithfully live according to the Scout Oath and Scout Law during the National Youth Leadership Training Course and thereafter. I will represent my Troop/Crew/Ship with honor and do all I can to pass along my new knowledge and skills to my fellow Scouts/Venturers/Sea Scouts. I certify that I meet the following requirements:

- Currently a registered member of a Scouting unit (Troop, Crew, Post, Ship) and have a unit leader recommendation
- Have a current BSA Health and Medical Record (2019 Printing) parts A, B, and C.
- Scouts BSA members (male and female) must be at least 13 years of age and fall within the maximum age allowance for their program. They must have completed Introduction to Leadership Skills for Troops, and earned the First Class rank before attending NYLT.
- Venturers and Sea Scouts (male and female) must be at least 14, or 13 and have completed eighth grade, and fall within the maximum age allowance for their program. They must have completed Introduction to Leadership Skills for Crews or Ships. It is recommended that they have had at least one year of camping experience. While NYLT is not an outdoor skills course, it is important that each participant have basic camping and outdoor cooking experience.

I further certify that I will attend and participate during the full 6 days of the course.

Signed (Youth Participant)

Approval of Parents or Guardians for NYLT Participant Course Attendance:

I approve the attendance of my youth, named above, to the Golden Empire Council National Youth Leadership Training Conference. I will see that he/she has the necessary equipment and uniforms to meet the requirements for the course and that he/she attends all 6 days of the course as indicated in the schedule. I understand that my youth must attend all sessions of the course to be considered NYLT trained and to receive a NYLT graduation certificate. I also acknowledge that my Scout is expected to live by the Scout Oath and Law while at NYLT and I will be contacted by phone should my youth feel he/she cannot. I understand that I will be asked to retrieve my youth from the conference early, if necessary. I have read and understand the fee payment and refund policies for the Golden Empire Council National Youth Leadership Training course.

Signed (Parent/Guardian)

Signed (Parent/Guardian, if necessary)

ACKNOWLEDGEMENT OF FEES, PAYMENT, CANCELLATION, AND REFUND POLICIES

I understand and acknowledge the following payment, deposit, cancellation, and refund policies:

1. Course fees for 2020 are \$275 per Scout. A minimum \$100 non-refundable deposit is due at the time of registration to hold your spot for the course.
2. Course fees must be fully paid (either online or received by the Golden Empire Council) no later than 30 days prior to the start of the registered course, or the Scout will be dropped from the course. The deadlines are as follows:

Course	Course Start Date	Fee Payment Deadline/ 30-days before Course
NYLT 2020-1	July 27, 2020	June 27, 2020
NYLT 2020-2	September 11, 2020	August 11, 2020

3. Course fees may be transferable/refundable, as follows:
 - NYLT cancellations are fully transferable to another Golden Empire Council NYLT course in the same calendar year, as long as notification is received in writing at least 30 days prior to the first day of your course.
 - NYLT cancellations requesting to be transferred to another Golden Empire Council NYLT course in the same calendar year, but received inside the 30 days, are subject to cancellation fees as noted below.
 - Cancellations must be received in writing at least 30 days prior to the first day of your course. A \$100 fee will be applied. The amount remaining, if any, will be refunded.
 - For cancellations received inside of the 30 days, a fee of \$150 will be applied. The amount remaining, if any, will be refunded.
 - No-shows, or registrants who do not submit a written explanation for cancellation prior to the start date of the course, will forfeit all fees.
 - Exceptions to the processing fee/cancellation policy are as follows:
 - Military service
 - Death of a registrant or immediate family member
 - Medical incidents or injury to the registrant, on a case by case basis

Please remit the written or emailed cancellation request/explanation to:

Golden Empire Council
Attn: NYLT Coordinator RE: Course Cancellation
251 Commerce Circle
Sacramento, CA 95815
NYLTinfo@gec-bsa.org

Signed (Parent/Guardian)

Signed (Parent/Guardian, if necessary)



All Participants in NYLT must agree to abide by the Oath, Law, the NYLT Statement of Understanding, and the Code of Conduct.

Oath

On my honor I will do my best, To do my duty to God and my country, and to obey the Scout Law; To help other people at all times; To keep myself physically strong, mentally awake, and morally straight.

Law

A Scout is: Trustworthy, Loyal, Helpful, Friendly, Courteous, Kind, Obedient, Cheerful, Thrifty, Brave, Clean, and Reverent.

Statement of Understanding

All NYLT course participants are selected to represent their local units and councils based on their qualifications in character, physical and personal fitness, and leadership qualities. NYLT course participants and their parents or guardians must read this Statement of Understanding and NYLT Code of Conduct, and the participant must agree to abide by them as a condition of participation. Ultimately, each participant must be responsible for his or her own behavior, and any serious misconduct or infraction of rules and regulations may result in expulsion from the NYLT Course.

10. I understand that cell phones may only be used between classes and activities to quickly check the time, or as alarms for waking up. Participants are encouraged to wear a watch and leave cell phones at home or packed away.

11. I understand that the following behaviors are expressly forbidden and will be grounds for my immediate expulsion from NYLT without further consideration:

- purchase, possession, use, or consumption of alcoholic beverages, illegal drugs, firearms, dangerous weapons, or fireworks of any kind
- sexual harassment, or viewing pornography
- intentionally threatening or injuring others
- intentionally damaging property
- theft of any kind

I understand that the following behaviors are forbidden and that serious and/or repetitive violations may result in my expulsion from NYLT at the discretion of the Course Director:

- use of tobacco or vaping products
- gambling
- dishonesty or cheating
- possession of lasers of any type
- swearing, fighting, cursing, bullying, hazing or any action which fails to show respect for an individual

12. I understand that electronic devices shall be left at home, unless required for the medical reasons noted on the BSA Medical Form. If an electronic device is found, or if I use my cell phone for other than the purposes noted above, it will be taken and returned to my parents at the end of the course.

13. I understand that serious violations of this code may result in expulsion from the NYLT course at my own expense. There are no refunds of course fees. All decisions by the Course Director are final.

I have read the Statement of Understanding and Code of Conduct and agree to live by them as well as the Oath and Law listed above.

Signed: _____ **Date:** _____

Name: _____ **Unit:** _____

Code of Conduct

1. The Oaths and Law will be my guide throughout the NYLT course. I agree to obey the safety rules and instructions of all staff members.

2. I understand that NYLT adult leaders are responsible for the supervision of all staff and participants, and will maintain discipline, security, safety and adherence to the NYLT course Code of Conduct. I understand that all NYLT adult leaders will abide by the Oaths and Law, as well as all U.S., state and local laws.

3. I will label all my personal items and leave valuable items at home. Neither NYLT course staff nor the BSA camp staff will be responsible for loss, breakage, or theft of personal items.

4. I will set a good example by keeping myself neatly dressed and presentable in the proper NYLT course uniform.

5. I will attend and participate in all scheduled programs and will cooperate with other NYLT course participants.

6. In consideration for other participants and staff, I agree to follow the bedtime and sleep schedule of the course.

7. I will be responsible for keeping my tent and personal gear labeled, clean and neat. I will do my share to prevent littering of the camp we are using.

8. I will demonstrate respect for NYLT course and camp property and be personally responsible for any loss, breakage, or vandalism of property as a result of my actions.

9. I understand that there is no/limited cellular signal at the NorCal Adventure Area and there is no WiFi available to NYLT participants. No electrical plugs at the camp shall be used for any charging purposes.