NEW CAMP DIRECTOR AND PROGRAM DIRECTOR SECTIONS

We have listened to councils and will have new sections for Program Directors and Camp Directors. These sections will focus on specific roles each leader has in your summer camp.

Outdoor Programs is proud to announce the locations and sections being offered in 2017. National Camp School is first of all to offer training for your key camp leadership, we also encourage you to also send your year round program staff and your volunteer leadership to help improve your council's program.

All participants and staff must be:
- Approved by their home council
- Be at least 18 years of age.
- Registered member of the BSA
- Completed Youth Protection Training

All registration must be completed using the electronic registration portal. The fees listed on the registration site are the Early Bird registration fees. A registration completed fewer than 14 days prior to the start of the school will incur a $50 late charge. No-Shows and cancellations filed fewer than 14 days prior to the start of the school will incur a $100 no show/cancellation fee.

The description of each section offered in the National Camping Schools is included in this brochure. Please note that some section descriptions have changed. Successful completion of these sections is dependent upon properly prepared trainees. Note: Aquatics Instructor-BSA, COPE and Climbing Director, and Shooting Sports have prerequisites.

Note these important changes for 2017:

NRA Pistol, Rifle and Shotgun certifications will be offered outside of NCS to make time available to teach existing and new programs. See BSA Shooting Sports Webpage on scouting.org for locations and dates of the NRA Rifle and Shotgun Instructor Training classes.

The Aquatics section requires a current lifeguarding certificate. A limited number of locations will be offering BSA Lifeguard prior to NCS for those needing the certification prior to attending the Aquatics section. See the National Camp School website for dates and locations. Due to new Federal Centers for Disease Control recommendations the Aquatics section will now start at 1:00pm on Friday new Aquatics Directors only.

Dates, locations, and sections being offered are subject to change. For the most up to date listing, please visit the National Camp School website: http://www.ncsbsa.org/calendar/
### 2017 Cub Scout Administration Locations and Dates

<table>
<thead>
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<th>Location</th>
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</table>

### Cub /Webelos Scout Day Camp Administration.

A three-day course for on-site day-camp directors, on-site day camp program directors, and council day-camp advisers/administrators. Comprehensive training on all aspects of the day camp operation, including methods of day camping, program scheduling and resources, staff organization, recruiting and training, and health and safety protection. Prerequisite: participants must have completed Cub Scout Leader Training either in the classroom or on line at the following link: [www.scouting.org/volunteer/training](http://www.scouting.org/volunteer/training). A copy of the certificate of training is required.

**3 day course, begins 9:00 AM Friday-ends 11:00 AM Sunday - $325**
(unless otherwise noted on registration site).
NEW !!!!! Resident Camp Director Section

This is designed for:

Resident Camp Leadership for Cub Scout/ Webelos, Boy Scout, Varsity, Venturing and resident camps. Local council high adventure resident camps

- Camp directors
- Assistant camp directors
- Family Camp Directors for council-organized family camping
- Business managers


7 day course; begins with lunch Day 1-ends Day 7 after breakfast - $425

A retraining section is available for those certified in Resident Camp Administration as Camp Director - 4 day course, begins with lunch Saturday ends Tuesday after lunch - $325
NEW!!!!! RESIDENT PROGRAM DIRECTOR SECTION

This is designed for:

Resident Camp Program Directors for Cub Scout/Webelos, Boy Scout, Varsity, Venturing and resident camps, local council high adventure resident camps

• Camp Program Directors
• Assistant Program Directors

Highlights include:

✤ Cub scout programming
✤ Advancement and Recognition in Camp
✤ Age-Appropriate Programming
✤ Avoiding Sexual Harassment
✤ Camp Security
✤ Camp Staff Morale, Discipline, and Stress Management
✤ Camp Staff Training
✤ Campfire Leadership
✤ Counseling
✤ Cub Scout Outdoors
✤ Customer Service
✤ Effective Communication
✤ Innovative Program Planning
✤ Leader Programs

✤ Managing Youth Protection
✤ Marketing
✤ NCAP National Standards
✤ Planning Camp-wide Events
✤ Program Area Visits
✤ Program Development and Schedule
✤ Program Tasks at NCS
✤ Risk Management
✤ Special Needs Scouts
✤ The Camp’s Key 3
✤ The Counselor in Training (CIT)
✤ The Leading EDGE
✤ The Teaching EDGE
✤ Youth Development Stages
✤ Leadership Development
✤ Knowledge Management Systems
✤ Building Unit Morale at Camp
✤ Camp Leader Roundtables
✤ Unit Operations at Camp

Patrol Method
Daily Sr. Patrol Leader and Patrol Leader Meetings (how to give them meat)

Learn what a BSA Brand look like in: TREK, Aquatics, COPE & Climbing, Handicraft, Nature/

Ecology, Outpost Programs, Shooting Sports, Specialty Programs i.e…. Mountain Biking, Hiking, Camp-wide Games

7 day course; begins with lunch Day 1 - ends Day 7 after breakfast - $425

A retraining section is available for those certified in Resident Camp Administration as Program Director - 4 day course, begins with lunch Day 1 ends Day 4 after lunch - $325

ALL PARTICIPANTS MUST HAVE A CURRENT A, B, C BSA PHYSICAL

ALL PARTICIPANTS MUST HAVE A COMPLETE BSA UNIFORM

ALL PARTICIPANTS MUST BE PRESENT FOR THE ENTIRE CAMP SCHOOL
Wilderness First Aid Instructor Certification –
High Adventure is a core feature of Scouting. Even more important is having that adventure in a safe manner. That’s why Wilderness First Aid is required for unit leaders participating in high adventure programs. This conference will teach you those skills, including opportunities to practice scenarios AND even more importantly, we will teach you to teach. This is an opportunity to become a qualified instructor capable of training troop leaders in your council in Wilderness First Aid. This is a great benefit to the troops and crews in your council planning to attend high adventure in the next couple of years. Prior training as a Wilderness First Aid Instructor is valuable and recommended, but not a prerequisite to attend this course. The course will begin with Saturday lunch and end with graduation on Tuesday at lunch.
Certification from ESCI
4 day course, begins with lunch Day 1
ends Day 4 after lunch - $325

Emergency Procedures, Environmental
This section includes training in
and/or unit high adventure trek programs.

Aquatics Instructor–BSA
Designed for resident camp aquatics directors, pool directors and waterfront directors. This section addresses the roles of the camp aquatics director operating as the Lead Professional Lifeguard, Lead Instructor for Aquatics and Aquatics Area Manager. Aquatics management includes safe and effective supervision of all program activities in, on, and under the water. Instructor emphasis is on the skills and teaching of swimming, water rescue, and paddle sports. The lead professional lifeguard role includes lifeguard management and lifeguard instruction.

Pre-Requisites for Aquatics Section Enrollment
Before acceptance into the Aquatics Section on the opening day of the National Camping School, an Aquatics section participant must:
• Be 18 years of age or older. Note: You must be 21 to hold the position of Aquatics Director in a local council camp.
• Present evidence of a current lifeguard certification (BSA Lifeguard, Red Cross Lifeguard, YMCA Lifeguard, Starfish Aquatics Institute StarGuard, Ellis & Associates International Lifeguard Training Program, or equivalent)
• Present evidence of completion of Safe Swim Defense and Safety Afloat training. Acceptable evidence will be the on-line Safe Swim Defense or Safety Afloat certificates of completion or signed Safe Swim Defense and Safety Afloat pocket cards.
• Be able to complete the 100 yard BSA swimmers test.

7 day course; begins with lunch Day 1
ends Day 7 after breakfast- $460

Trek Leader
Designed for the person who will train staff guides for council high adventure and/or unit high adventure trek programs. This section includes training in emergency procedures, environmental ethics, interpersonal relationships, and managing risk.
7 day course; begins with lunch Day 1-
ends Day 7 after breakfast(unless otherwise noted) - $525

Ecology/Conservation
This course for directors includes training in planning and developing ecology/conservation programs; soil and water conservation; forestry, fish and wildlife management; nature trail construction; and weather station operation. Sessions on how to lead your staff, what a model area looks like, effective teaching skills and more..
7 day course; begins with lunch Day 1-
ends Day 7 after breakfast- $400

Aquatics Instructor – BSA certificate of
Aquatics Instructor–BSA, Retraining
Four-day course for individuals in the final year (or not later than six (6) months following the date of expiration) of a valid Aquatics Instructor – BSA certificate of training. Includes an update of new items related to aquatics instruction, lifeguard techniques and BSA aquatics programs.
Must meet all the pre-requisites as outlined for aquatics section enrollment
4 day course, begins with lunch Day 1
ends Day 4 after lunch - $435

Outdoor Skills
This course is designed for those who will direct the outdoor skills including first year camper areas. It will involve an overnight experience as well as skill instruction in knots and lashing, fishing, cooking, camping, and other topics. Participants will plan a program that is fun and exciting for the first year camper. It will teach hands-on skills in an outdoor classroom that will meet many of the requirements for Tenderfoot, Second Class, and First Class rank. Sessions on how to lead your staff, what a model area looks like, effective teaching skills and more.
Participants should bring personal overnight camping gear. This course will qualify individuals to serve as First Year Camper or Outdoor Skills Directors.

7 day course; begins with lunch Day 1 - ends Day 7 after breakfast - $505

COPE (challenge course) programs.

Designed for those who will be leading COPE programs. Successful candidates may also assist in providing training for COPE instructors at the council level. This section includes initiative games, spotted challenge course elements (Low COPE), challenge course elements using life-safety systems (High COPE), bouldering, and climbing/rappelling activities using constructed facilities. **Participants must be in good physical condition and have working knowledge or successfully completed their local council’s COPE Level I Instructor training program prior to attending National Camping School.**

7 day course; begins with lunch Day 1 - ends Day 7 after breakfast; some schools are held over multiple weekends. Review the specific school dates for the course you will attend. - $395

COPE Animal Program

Three to four day course for individuals in the final year (or not later than six (6) months following the date of expiration) of a valid COPE Director certificate of training. Includes an update of new items related to camp program administration, standards, policies and procedures.

Some courses are held over a long weekend: others are stand-alone or part of a week-long school. Review the specific school dates for the course you will attend. - $395

COPE Director, Retraining

Three to Four-day course for individuals in the final year (or not later than six (6) months following the date of expiration) of a valid COPE Director certificate of training. Includes an update of new items related to camp program administration, standards, policies and procedures. **Participants must be in good physical condition and have working knowledge or successfully completed their local council’s COPE Level I Instructor training program prior to attending National Camping School.**

7 day course; begins with lunch Day 1 - ends Day 7 after breakfast; some schools are held over multiple weekends. Review the specific school dates for the course you will attend. - $530

COPE & Climbing Program Manager

The COPE & Climbing Program Manager Course is designed for those who will provide program management for council COPE and/or Climbing programs. This course includes program safety; risk management; incident management and reporting; budgeting and finance; outdoor program structure and function; COPE and Climbing program operations and management; marketing, staff development and training; Training Program Evaluation process; and course planning, design, and maintenance. The course includes many opportunities for sharing best practices in COPE and Climbing programs.

**Requirements:** Participants must be in good physical condition and current in their training as a COPE or Climbing Director or Level II Instructor.

The course is 30 contact hours. Some offerings are scheduled over extended weekends, and some are part of a week-long school which includes an opportunity to renew your training as a COPE or Climbing director. Review the specific school dates for the course you will attend. – $430 (unless otherwise noted on the registration site)

Shooting Sports Director

Four-day course for individuals in the final year (or not later than six (6) months following the date of expiration) of a valid Shooting Sports certificate of training. Includes an update of new items related to shooting techniques, range management, policies and procedures.

Participants will be emailed an open book written test that they must pass with an 80% or higher in order to be able to attend the Shooting Sports Retraining section and they must have the following current certifications in NRA Rifle, Shotgun, Muzzleloading Rifle, and USA Archery Level I. If they do not pass the written test they must attend the full week course.

We are excited about this change because it will offer participants “Best Methods” in new and innovative programming approved by the BSA. Participants should come prepared to have FUN!!!!

4 day course; begins with lunch Day 1 - ends Day 4 after lunch - $360
IMPORTANT INFORMATION FOR SHOOTING SPORTS.

In cooperation with the NRA we are offering NRA Rifle and Shotgun Instructor Training in each BSA area of the country. NRA Pistol Certifications process now includes Blended Learning so we will offer in each region the practical sessions needed to complete the NRA Certification. We are excited about this change because it offers participants “Best Methods” in new and innovative programming approved by the BSA. Participants should come prepared to have FUN!!!! Check the BSA Shooting Sports Webpage for Up-to-date dates and locations of these trainings. http://www.scouting.org/scoutsource/OutdoorProgram/ShootingSports.aspx

Camp Ranger

Designed for new camp rangers, property superintendents, and caretakers. Instruction includes modern maintenance management techniques for developing schedules, record keeping, inventory, and budget control procedures at camp. A “how to” on plumbing, electrical, vehicle, refrigeration, boat and tent repairs, pest control, pool, lake, road maintenance, and public relations with camp staff, volunteers and neighbors is also presented in this section. 4 day course; Typically begins 1:00 PM day 1-ends 11:00 AM day 4 - $315

Beginning in 2018 Ranger Rendezvous courses will be 2 day training. To qualify a ranger will need to earn continuing education hours by taking local training courses approved by staff leader. More information will be sent to Scout Executives this fall.

NEW IN 2017

THESE TRAININGS WILL BE HELD IN THE LOCAL COUNCIL OR PHILMONT

Camp Chaplaincy

This course will be offered only by the Local Council Relationship Committee or by attending Philmont Chaplaincy Training. Councils will be provided a syllabus by Outdoor Programs to offer training by the Council Relationships Committee. Training will provide guidelines for a chaplain’s ministry in camp, including worship services; relationship to youth, leaders, and camp staff; counseling; BSA religious policies; the religious-emblems program; and interfaith activities. This course is for camp chaplains who are 21 years old, either ordained clerics or seminary students, or are individuals approved to serve as a camp chaplain by the council religious relationships committee or Scout executive.

*Philmont Chaplaincy Training

This conference is designed to equip chaplains to serve at events such as Jamborees, High Adventure Bases and at local council summer camps and in other capacities in Scouting. Participants will learn to minister to the needs of all youth and leaders, and be better prepared to understand and be sensitive to serving a broad spectrum of faith groups. The course will incorporate a wide variety of elements, including counseling, conflict resolution and crisis management in a Scouting context.

Camp Commissioner

Training will be by the local council commissioner. Outdoor Programs will provide a 3 hour orientation for camp commissioners. Basic commissioner training plus the orientation will meet NCAP Standards.

The Continuous Camp Improvement Program

The continuous camp improvement program is a process during which the local council, after consultation with affected stakeholders and camp staff, develops goals to maintain and to improve the quality of the camp experience for participants, consistent with Scouting’s commitment to continuously improve the camp experience. The council identifies areas of strength that should be maintained and then outlines areas of improvement. The continuous camp improvement program should identify improvements across all facets of camp operation, including:

- Staff
- Program
- Program equipment
- Facilities
- Sustainability
- Marketing and communication
- Attendees and participation

The continuous camp improvement program has two components: a multiyear camp strategic improvement plan, and an annual camp improvement plan. The camp strategic improvement plan identifies one or more areas of improvement and one or more areas of strength that the council will address over the next four to seven years, which collectively should address at least five of the continuous camp improvement categories.

For each identified area, the camp strategic improvement plan sets forth improvement measures, an approximate time for initiation and completion, and how the camp will determine the success of its measures. This plan can be revised as needed by the council by submitting a letter to the regional camp accreditation chair. Councils are encouraged to review this plan as part of the application process and then again at the annual progress review (and may do so more frequently).
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(*R) Indicates retraining is offered for this section.
### RESIDENT CAMP AND RANGER CAMP SCHOOLS

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### RANGER RETRAINING

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### COPE & CLIMBING RETRAINING, PROGRAM MANAGER

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<td>Camp Geiger, St Joseph, MO</td>
<td>COPE and Climbing Retraining &amp; Program Manager</td>
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<tr>
<td>4/20/17</td>
<td>4/23/17</td>
<td>Resolute, Bolton, MA</td>
<td>COPE and Climbing Retraining &amp; Program Manager</td>
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<tr>
<td>5/20/17</td>
<td>5/23/17</td>
<td>Forest Lawn, Cedar Glen, CA</td>
<td>COPE and Climbing Retraining &amp; Program Manager</td>
</tr>
<tr>
<td>6/10/17</td>
<td>6/13/17</td>
<td>Webster SR, Ashford, CT</td>
<td>COPE and Climbing Retraining &amp; Program Manager</td>
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<tr>
<td>6/17/17</td>
<td>6/20/17</td>
<td>Rotary SR, Averill Park, NY</td>
<td>COPE and Climbing Retraining &amp; Program Manager</td>
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### WILDERNESS 1ST AID TRAINER

<table>
<thead>
<tr>
<th>Start Date</th>
<th>End Date</th>
<th>Location</th>
<th>Title</th>
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<tbody>
<tr>
<td>3/25/17</td>
<td>3/28/17</td>
<td>Camp Rancho Alegre, Santa Barbara, CA</td>
<td>Wilderness First Aid Trainer</td>
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<tr>
<td>4/20/17</td>
<td>4/23/17</td>
<td>Camp Resolute Weekend #1, Bolton, MA</td>
<td>Wilderness First Aid Trainer</td>
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<tr>
<td>5/13/17</td>
<td>5/16/17</td>
<td>Beaumont Scout Reservation, Rock Creek, OH</td>
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<td>5/20/17</td>
<td>5/23/17</td>
<td>H. Roe Bartle Scout Res., Kansas City, MO</td>
<td>Wilderness First Aid Trainer</td>
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<td>5/20/17</td>
<td>5/23/17</td>
<td>Lawhorn Scouting Base, Molena, GA</td>
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<td>5/20/17</td>
<td>5/23/17</td>
<td>Forest Lawn Scout Reservation, Cedar Glen, CA</td>
<td>Wilderness First Aid Trainer</td>
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<tr>
<td>5/27/17</td>
<td>5/30/17</td>
<td>Camp Bud Schiele, Rutherfordton, NC</td>
<td>Wilderness First Aid Trainer</td>
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<tr>
<td>5/27/17</td>
<td>5/30/17</td>
<td>Chawanakee Boy Scout Camp, Shaver Lake, CA</td>
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<td>6/3/17</td>
<td>6/6/17</td>
<td>Hawk Mountain, Schuylkill Haven, PA</td>
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<td>6/10/17</td>
<td>6/13/17</td>
<td>Webster Scout Reservation, Ashford, CT</td>
<td>Wilderness First Aid Trainer</td>
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<tr>
<td>6/10/17</td>
<td>6/13/17</td>
<td>Camp Meriwether, Cloverdale, OR</td>
<td>Wilderness First Aid Trainer</td>
</tr>
</tbody>
</table>

(*R) Indicates retraining is offered for this section.
National Camping School for Cub Scout Camps
Personal Resource Questionnaire

The information provided will help the faculty prepare for your camping school session:

Section you will be attending this year:
_____________________________________________________________________________________________________________________

Name: _________________________________________________________________________

Mailing Address: ___________________________________________________________________________________________

City: ______________________________________ State: _______ Zip:___________ E-mail:__________________________

Day Phone: ___________________________ Evening Phone: ________________________ Cell: _________________________

Council Name & Number: _________________________ Headquarters City: ____________________ State: _______

How many years have you been involved in Scouting as an adult? __________
Are you employed as a Scouting Professional?  Yes  No  - If yes, how many years? __________
What is your current registered position with the BSA? ___________________________________________________

Training Completed
_______________________________________________________________________________________________

Other (describe): ___________________________________________________________________________________

Other Skills and Talents:
Will you be bringing a musical instrument to camping school?  Yes No  (if yes, describe): ______________________
List any other camp program abilities (song leading, campfire skills, games, craft/hobby, etc.) that you would be willing to share
with participants at this camping school: __________________________________________________________________

Tell us about your role in the camp that you will be serving this season:
What will be your primary role at camp this season? __________________________________________________________________________
Prior to this season, how many years have your served in a leadership roll at camp? _______ Please describe any previous camp
experience: __________________________________________________________________________________________

Tell us about the camp that you will be serving this season?
What is the type of camp that you will be serving?  Day Camp; Resident Camp; Council Organized Family Camp
How many sessions of camp will be held? __________ What is the capacity for each session? __________________________________________________________________
What is the camper fee? $________  Additional fees? ___Yes ___No  (if yes, describe): ______________________
_______________________________________________________________________________________________

Is your camp staff Paid?  Volunteer?  Combination paid & volunteers?
If combination, list paid positions: __________________________________________________________________

Check the box that best describes your camp location:
___Council camp; ___Public park; ___School campus; ___Military facility; ___Private property; ___Industrial park
Other (describe): _____________________________________________________________________________________

Does your camp utilize a dining hall or provide meals to campers and staff? ___Yes ___No.
Does your camp have an aquatics program? ___Yes ___No

Please use the back of this form to describe any special program features or highlights that you feel make your camp special.
In addition, you may also use the back of this form to submit questions to the National Camping School faculty in an attempt
to receive answers to questions that will assist you in preparing for camp.
Council Orientation for Scouters  
attending National Camp School

The staff advisor to your camping programs should use this orientation with those attending NCS to prepare them to have a great experience.

- Participant is a registered member of the Boy Scouts of America
- Participant is at least 18 years of age
- Participant is current with Youth Protection Training (within last 2 years)
- Participant has a current BSA medical (A,B,C) form signed by physician (within the past year)
- Participant has completed the Personal Resource Questionnaire (located on previous page).
- Participant has at least 2 BSA Field Uniforms, shirt, pants or shorts. Properly, the uniform is referred to as the official field uniform. An activity or utility uniform generally consists of a Scouting related T-shirt, polo shirt or other shirt, often customized with a unit design. Activity or utility uniforms are worn when the official field uniform is not appropriate for activities or as directed by the unit leaders. Members sometimes casually refer to these classifications as class A and class B, respectively. Such terminology is not used in any official BSA publications, where the terms "official uniform" and "activity uniform" are used.
- Participant have BSA T-shirts to be worn when activity uniform is appropriate.
- Participant has reviewed welcome packet for registered location and knows what time to arrive
- Participant has a copy of camp budget (Day Camp and Resident Camp Director)
- Participant has a copy of the Program Schedule (Day Camp and Resident Program Director)
  
  For Aquatics Director - Participant has a current lifeguard certification
- For Shooting Sport Director - Participant has current NRA Rife and Shotgun certifications
- For Shooting Sport Director Retraining- Participant has current NRA Rife, Shotgun, Muzzleloading, and USA Archery Level I certifications and has passed pre-course online test.
- Retraining: Participants are eligible to take certain retraining courses within six (6) months following the date of expiration of existing training card.
- Participants will receive the appropriate training certificate upon successful completion of all required course elements. Training code can be entered into participants training record after course completion by the council registrar, the code is printed on the NCS Certification Card.
- All registrations must be completed by the council using the electronic registration portal. The fees listed on the application are the Early Bird registration fees. Registrations completed fewer than 14 days prior to the start of the school will incur a $50 late charge. No-Shows and cancellations filed fewer than 14 days prior to the start of the school will incur a $100 cancellation fee. Council will be invoiced at the conclusion of the NCS School.
National Camping School Registration Work Sheet

Completing this form in advance will assist your council in completing the National Camping School registration process.

First name________________________________________________________

Middle initial____________________________________________________

Last name________________________________________________________

Gender Male Female______________________________________________

Date of birth_____________________________________________________

Mailing address_________________________________________________________________________________

Address continued_________________________________________________________________________________

City________________________State_________________________Zip code_________

Cell phone number________________________Evening phone number____________________

Attendee’s e-mail address________________________________________________________________________

I would like to receive emails from the BSA ONLY in the future about our programs?    ____Yes   ____No

Council name_________________________________________District______________Region__________

Position working at Camp__________________________Name of camp____________________________________

BSA Member ID__________________________________________________________

Emergency contact name________________________________________________________________________

Emergency contact phone number________________________________________________________________

NCS section_________________________NCS location______________________________________________

____Yes   ____No, this candidate meets all published perquisites for the section?

Attendee is a _____Volunteer    _____Professional    Youth Protection Training date ___/___/20___

Dietary restrictions _____None   _____Low carb   _____No nuts   _____No shellfish   _____Diabetic   _____Gluten Free

_____Vegan    _____Vegetarian   Other____________________________________________________________

Will arrive early    ____Yes   ____No