

# PARENTAL SIGNATURE EXCEPTIONS

## 1. Registrations subsidized by council funds or external sources

Units should make every effort to comply with standard membership policies. If all attempts to secure a parental signature on a BSA application are not successful, then only those units with membership fees paid or subsidized by council funds or external income may use the following alternative youth registration exemption:

- The unit leader must verify and attest that the youth member attends the unit on a regular basis and that several attempts at obtaining a completed registration form signed by a parent have failed. Attendance rosters and program logs should be kept on file in the unit's history file.
- Volunteer oversight and verification must be made, including a site visit while the unit is in operation.
- The parental approval on the application form must be signed by an official from the charter organization.
- The use of this alternative registration procedure must be approved by the council executive board.

A form to list members' names and secure approvals is attached. A copy of this form must be used each time this exception is used, and the form should be kept in the unit's current file attached to the application form for each member on the list.

## 2. Additional registrations

Wherever possible youth applications should be filled out, signed by a parent, and signed by a unit leader/official. In those rare situations (i.e., camp, remote locations, or institutional programs) where it is absolutely not possible or practical to receive a parental signature—with the unit leader's approval—an email, or fax from the parent authorizing their child to be registered with the BSA is acceptable. A copy of the email or fax should be attached to the application. A phone call authorization should only be accepted as a last resort. A phone call authorization should include a note indicating the date of the call and the names of both parties to the call and signed by the council representative making or receiving the call.

## 3. LDS registration procedures

Effective January 1, 2014, the Church of Jesus Christ of Latter-day Saints (LDS) will be making direct payment to the National Council for the registration of the adults and members of their chartered units nationwide. Councils will process registrations normally and will continue to collect fees for any Boys' Life magazine subscriptions from the youth and adults in these units, but no registration fees will be assessed. Lists from the LDS Church database, signed by the unit leader and an appropriate LDS ecclesiastical leader (stake president, stake Young Men's president, bishop, or counselor of the bishopric), can be used to register LDS youth in LDS units. By conveying the names and information of LDS Church youth to the BSA for registration, the Church represents that: the parent or guardian of each youth is aware of and agrees to their child's membership in the BSA; the youth subscribes to the oath or promise of the program they're joining; the parent or guardian agrees to support the child's participation; the parent or guardian understands that the chartered organization is to provide a safe and adequate meeting place and capable adult leadership; and all those involved in the unit's operation must adhere to the policies of the BSA.

# Parental Signature Exception Form

This form must be completed, including the required signatures, and kept in the unit file each time the parental signature exception is applied.

Attach the applications for the youth members on the list to this form.

The following youth members are being registered without parental signatures in:

Unit No. \_\_\_\_\_ Chartered to \_\_\_\_\_

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

As the unit leader, I attest that the above youth members attend this unit on a regular basis and that several attempts at obtaining a parent's signature on the membership application have failed.

Attendance rosters and program logs are on file to verify their participation.

Signed \_\_\_\_\_ Date \_\_\_\_\_ Position \_\_\_\_\_  
Unit Leader

\_\_\_\_\_  
Print name

I have made a site visit while this unit is in operation and verify that this is a functioning unit.

Signed \_\_\_\_\_ Date \_\_\_\_\_ Position \_\_\_\_\_  
District/Council Volunteer

\_\_\_\_\_  
Print name

On behalf of the chartered organization, I approve the registration of the above youth members.

Signed \_\_\_\_\_ Date \_\_\_\_\_ Position \_\_\_\_\_  
Chartered Organization Official

\_\_\_\_\_  
Print name

This alternative to obtaining parental signatures on completed membership applications has been approved by the council executive board, on (date) \_\_\_\_\_, and I approve the registration of the above youth in this unit.

Signed \_\_\_\_\_ Date \_\_\_\_\_ Position \_\_\_\_\_  
Scout executive