



MERIT BADGE UNIVERSITY
Saturday, February 7, 2026

2026 Parent/Leader's Guide

Register Online by Friday, February 6, 2026

<https://mycouncil.jayhawkcouncil.org/Event/5246>



About Washburn University

Washburn was founded as Lincoln College, by a charter issued by the State of Kansas and the General Association of Congregational Ministers and Churches of Kansas on February 6, 1865. The land on which the college stood was donated by abolitionist John Ritchie. The college was renamed Washburn College in 1868 after Ichabod Washburn pledged \$25,000 to the school. Washburn was a church deacon, abolitionist and industrialist who lived in Worcester, Massachusetts.

Since few young people had a high school education at that time, the founders decided to offer a three-year high school curriculum in addition to the college curriculum. Classes began January 3, 1866, with 38 high school students enrolled, including one African American student. The stage was set, and the first two college students enrolled in Lincoln College in the fall of 1866. During World War II, Washburn was one of 131 colleges and universities in the nation taking part in the V-12 Navy College Training Program.

Washburn was struck by a tornado on June 8, 1966, only a few days after classes were dismissed and much of the campus was demolished. A week after the tornado struck, students that were enrolled in summer classes took them to Topeka West High School. By the fall of 1966, Stoffer Hall was repaired, and trailers were in place. Students were attending classes in trailers well into the early 1970's.

Formerly a municipal university, the university's primary funding was moved from city property tax to county sales tax sources in 1999, with the school retaining status as a municipal subdivision of the state. Washburn is governed by its own nine-member Board of Regents. Dr. Juliann Mazachek is the current president and has served since 2023. Since, 1941 Washburn University has continuously been accredited or approved by the Higher Learning Commission

Bob Dole, the 1996 Republican candidate for president, Greg Brenneman, the former CEO of Burger King and PWC Consulting and Kerry Livgren, the co-founder and lead songwriter from the progressive rock band Kansas, were all educated at Washburn.

Washburn sits on a 160-acre and is a residential campus that is approximately 70 miles from Kansas City, on the other side of the Missouri border and 150 miles northeast of Wichita.

Today, Washburn University is a public institution with just under 7,000 students and 1,000 faculty and staff involved in more than 200 academic programs at undergraduate and postgraduate level.



Contact Information

Jayhawk Area Council
1020 SE Monroe St.
Topeka, KS 66612
(785) 354-8541

Tentative Schedule

7:00 am	Check-In at the South Lee Arena (Petro Allied Health Center) – Second Floor Lobby – Northeast
7:00 – 7:45 am	Swim Tests – Washburn Natatorium (Petro Allied Health Center/Lee Arena)
8:00 am	Welcome Assembly
8:30 am	Merit Badge Session 1 and Full Day Sessions Begin
8:45 am	Adult Training Sessions Begin
12:30 pm	First Lunch
1:00pm	Second Lunch
1:30 pm	Merit Badge Session 2 Starts
5:00 pm	Head home

Cost

All registration and payments must be made online. Everyone attending must register. There are no exceptions.

	Early Bird Fee – Ends January 30th	Regular Fee	<u>Included in Cost</u>
Scouts	\$20	\$30	Food
Adults.....	\$10	\$20	Program Supply
			Insurance/Accident
			Online Transaction

**Additional
Fee
for Classes**
\$0.00

Registration closes February 6th no exceptions

Online registration is on a first-come, first-served basis and will close by the posted deadlines. Merit Badge Sessions will close as they are filled.

All Adults, Scouts, and siblings attending must be registered by the deadline without exception. You will register for the merit badges as part of the registration process. The class size limits will be adhered to and are on a first-come basis. On-site registration and changes will only be made if space is available. Enroll online to guarantee a spot.

Once you have registered, please print a copy of your registration and receipt. After you have paid and registered it will be considered final so make sure your registration information is accurate before you submit it. Once a merit badge session is filled it is removed from the list, and you will not have the option to register for that class.

Medical Forms

BSA Annual Health and Medical Records parts A and B are required on all adults, siblings, and scouts. Someone in the unit should be a keeper of the forms. You will be requested to show them upon check-in.

Siblings

Siblings are not encouraged to attend. No programming is available for them, but lunch is provided. All must be registered.

Information

The purpose of the Merit Badge University at Washburn University is to provide Boy Scouts with qualified counselors for merit badges that can be earned or partially earned through the resources Washburn University has to offer. The program also serves to orient scouts to the university setting to encourage post-secondary study.

Scouts will have an opportunity to receive counseling and instruction for merit badges through two 3.5-hour merit badge session periods - one Saturday morning and one Saturday afternoon or one 7.5-hour (all day) session.

Leadership

Your unit must be always under the leadership of at least two adult leaders, one of whom must be over 21. Adults are expected to help instructors with recording the attendance and maintaining discipline. It is important to ensure that all classes have a minimum of two adults present at each session.

Weather

"Be Prepared" for the weather. Dress accordingly. Some Scouts may need to travel outside for a time to get to their merit badge counseling session. If weather should cause postponement or cancellation of the event, an e-mail will be sent out.

Pre-Requisite Assignments

Each scout *must read and thoroughly study the merit badge pamphlet*. Completion of designated prerequisite material is essential and assures successful completion of merit badges. Troop Leaders should ensure that each scout has completed the home assignments before arriving at the university. **Scouts should bring this material to class.**

Scouts will receive quality instruction and guidance in each class, but many merit badges have requirements that must be completed before or in addition to the university. If the prerequisite requirements are completed and presented at the class, the Scout should be able to complete the merit badge. **If the prerequisite work is not completed, the Scout will receive credit only for the work completed in class.**

Any remaining requirements must be completed with the same or another Merit Badge Counselor registered to teach that Merit Badge. The registration portal includes a list of requirements to be completed in advance.

Some merit badges will be offered in a discussion format. All Scouts that actively participate in the discussion activity will have met the requirements of "Explain or Discuss." **Any scout who does not actively participate in the discussion has not met the requirement(s).** Active participation is determined solely by the judgement of the instructor or counselor.

Check-in

Check-in will begin at 7:00 am in the lobby of Lee Arena. Substitutions will be permitted only if the merit badges selected have not changed.

Meals

Saturday's lunch will be provided for all registered participants. Please do not lose the ticket that you will be issued. We will not be able to reissue tickets. All other meals and snacks are on your own. Lunch will be held at Lincoln Hall this year.

Uniform

To help identify Scouts and leaders, please wear the official Boy Scout uniform throughout the day, however it is suggested to wear a Scout Activity Shirt such as a Unit or other Scout t-shirt under the uniform or bring it to the class. Closed toed shoes are required in all labs.

Do not Wander Off

Scouts should not wander around campus in unescorted groups. Leaders are asked to keep track of where their scouts are at all times and please, ask your youth to behave like scouts.

Special Needs

Please submit online when you register any special needs you have.

Bring to the Merit Badge Sessions

1. Notebook and writing utensils
2. Completed required prerequisites and any accompanying documentation to show proof of completion or a signed blue card.
3. Merit badge pamphlet for each Scout for each merit badge they are working on (hard copy or electronic)
5. Water bottle (no other food or beverages will be allowed in the merit badge sessions)

Merit Badge Pamphlets

Each Scout is asked to bring with them a current merit badge pamphlet so they can refer to it during their merit badge counseling sessions. Hard copies can often be found in your unit's library or available from your local Scout Shop or you can download the digital version on a tablet or smartphone from www.scoutstuff.org or www.amazon.com

Unofficial Merit Badge Workbooks (Worksheets)

The Boy Scouts of America discourages the use of merit badge workbooks (worksheets) which are unofficial. "Look for requirements with verbs like "discuss," "show," "tell," "explain," "demonstrate" or "identify."

Requirements like those aren't meant to be completed by filling in a blank on some worksheet.

To that end, merit badge counselors will not be providing these or using these in their merit badge counseling sessions but rather will encourage hands-on involvement and social interaction. In the rare instance the scout needs to have something in writing to fulfill a requirement, notebook paper will suffice. They can also use the notebook to aid them in jotting down important notes to help them remember things discussed.

Merit Badge Cards

Since Jayhawk Area Council has implemented a new tracking system for activities, we will be using this resource to track completion of merit badges at this conference. Upon enrollment into the Merit badge day, your scout(s) will be added to the system. After the merit badge day, the requirements completed will be added into the system and individual scouts and units can print their blue cards and transfer the information into your scout tracking software.

The standard blue merit badge cards will not be used.

The person that registered your scout is the only person that will be able to access the information to retrieve the blue cards. Please make note of that information, if it is someone other than yourself that registers the participant

1. Go to <https://jayhawkcouncil.org> and click on *MyCouncil*
2. Log in to the website and find "My Current Events", from their CLICK "Washburn Merit Badge University"
3. Find the header "Your Attendees for this Event", CLICK on your Scout
4. From the left hand side of the menu, CLICK "Requirements", then CLICK "View Requirements"
5. From the top right corner, press, "You Can" and download "Completed Requirements"
6. Open the PDF and print your blue card(s)

At the bottom of the webpage, it will let you know in BOLD print, if the merit badge is completed or partially completed.

Please see "The Instructional Guide on How to Find Your Scouts Blue Card on the Jayhawk Area Council Website" on how to print out the electronic blue cards, if you are having issues with the above instructions.

Finding Your Class

Campus maps will be provided during registration. Scouts will depart for classes in groups with experienced leaders escorting the groups to classes in the morning and afternoon.

Adult Participation in Merit Badge Counseling Sessions

We encourage adult leaders to may sit in on merit badge sessions and assist the Merit Badge Counselor with recording attendance, help in passing out materials, and general management. This also helps us maintain the SYT guideline of two (2) deep leadership. Please ask at check-in where you might be needed to assist.

Refrain from participation unless requested by the Merit Badge Counselor.

Earning the Badge

This Merit Badge University teaches the badge elements possible to learn in a classroom setting. Many badges require work or experiences that must be earned outside the classroom. Scouts should work with a Merit Badge Counselor registered to teach that badge to finish any requirements after the event if needed.

Incomplete Merit Badges

Due to the nature of some of the requirements for some merit badges, some of the requirements may have to be finished after the Merit Badge University with an approved Merit Badge Counselor. Prior to seeking/requesting a merit badge list from your local Council/Unit of approved merit badge counselors, please find out if the merit badge counselor, that covered the material, will be available to you after the event is over to sign off on any of the requirements that were not completed during the event. Some merit badge counselors may not be available after the event, unless other arrangements are made. Only an approved merit badge counselor can sign off on merit badges. No individual has carte blanche authority to approve all merit badges.

You may also find a list of approved merit badge counselors by logging into <http://scoutbook.scouting.org> with your my.scouting.org, user ID and password, click on My Dashboard, Administration, your unit and scroll down to MB Counselor List. Remember that a youth member must not meet one-on-one with an adult. Sessions with counselors must take place where others can view the interaction, or the Scout must have a buddy: a friend, parent, guardian, brother, sister, or other relatives – or better yet, another Scout that is working on the same merit badge.

Arriving Late

Due to the nature of merit badges being offered, you must be checked in before the start of the first session. Those arriving late may not be able to participate or may not be signed off on some or all the requirements being covered.

Parking and Transportation

There is ample parking on campus at Lee Arena (Petro Allied Health Center). Please use the east parking lot.



WASHBURN UNIVERSITY CAMPUS MAP

1700 SW College Ave., Topeka, Kansas 66621 785.670.1010

- SR - Student Recreation & Wellness Center
- ST - Stoffer Science Hall
- TC - Tennis Courts
- TV - KTWU Television Studio
- UN - Memorial Union
- WC - White Concert Hall
- WFH - Whiting Field House
- WH - West Hall
- WUF - Washburn University Foundation
- WW - Washburn Village
- YS - Yager Stadium

- LEE - Lee Arena
- LLC - Living Learning Center
- MA - Mabey Library
- MB - Moore Bowl
- MO - Morgan Hall
- MU - Mulvane Art Museum
- NG - Neese Gray Theatre
- PC - Petro Allied Health Center
- RB - Rita Blitt Gallery
- SC - Stauffer Commons Food Court

- AB - Art Building
- BE - Benton Hall
- BP - Bianchino Pavilion
- BT - Bennet Computer Center
- BTAC - Bradbury Thompson Alumni Center
- CA - Carnegie Hall
- CH - Carole Chapel
- FF - Fally Field
- FS - Facilities Services
- GF - Gahnstrom Field
- GC - Garvey Fine Arts Center
- HC - Henderson Learning Center
- IAF - Indoor Athletic Facility
- IH - International House
- KBI - KBI Forensic Science Center
- KH - Kuehne Hall
- LA - Law School
- LC - Lincoln Hall

- AA - Alpha Delta
- AΦ - Alpha Phi
- ΔΓ - Delta Gamma
- ΦΔΘ - Phi Delta Theta
- ΣΦΕ - Sigma Phi Epsilon
- ZTA - Zeta Tau Alpha



- ▲ Accessible Entrance
- ✗ Entrance Closed
- ⚡ Street/Parking Closed