

CCLT Summer Camp Registration Instructions

Step 1: Complete the unit registration form and return to the Registrar. Find form online at https://www.ccltbsa.org/files/ugd/f5975e_a9c039db6f184ecebeb5c6305e4b3fdb.pdf (On the ccltbsa.org website under the “Forms & Information Tab”). Print & fill in. Deliver or email to the Council Office. You may email the form to julie.robison@scouting.org.
This form cannot be filled out online.

Step 2: The Registrar will email the individual indicated on your campsite registration form your unit’s unique registration link. This link should be emailed in February if you turn in your form prior to then, or within a week or two if you turn in your unit registration form after February. You must use this link in the email from the Registrar to enter the names of all adults and youth coming to camp, and you will also use this link to register the youth for merit badges once that opens on April 12.

Step 3: Complete the Early Bird Deposit form and pay the deposit amount by March 14, 2025. Set a reminder on your calendar to pay the remaining fees before May 1, 2025 to receive the \$395/Scout rate. After May 1, the rate increases to \$425/Scout. Adults are \$170/person or \$28/day for part-time.

Step 4: Once you have your registration link, begin entering names and contact info for adults and youth attending camp. Once all names are entered, you can also use this link to pay any remaining fees online. (Or you may choose to pay in person at the Council office.)

Step 5: Beginning April 12, 2025, you can begin selecting merit badges for your Scouts using the same registration link in your email. Merit badge registration is open from April 12 until your two-week out meeting. Registration for classes is first-come, first served - some merit badges are limited in class size.

Step 6: If you have Scouts who need the workership assistance program, turn in those forms at the Council Office no later than April 15, 2025.

Step 7: Pay any remaining camp fees online using the same emailed registration link or at the Council Office by May 1, 2025 for the best price.