Instructions for Religious Emblem Counselors
For Ad Altare Dei and Pope Pius XII

1. Become a certified Religious Emblem Counselor. For more information, see our website at www.austindiocese.org/leadership-amp-training

2. Plan and Schedule Your Religious Emblem Course
   a. Create syllabus for course
   b. Secure location and meeting times for class
   c. Secure a second adult for two-deep leadership at all times
   d. Run a bulletin announcement in local parish bulletins for 3 to 4 weeks prior to start of course, including this information
      o Name of Religious Emblem
      o Ages of Boy Scouts eligible for emblem
      o What will be studied
      o Time, date, location and duration of course
      o Name and phone number of contact

3. Fill out, and e-mail the Intent to Begin form to dccs-emblems@austindiocese.org

4. Enact Your Religious Emblems Course -- Be willing to share stories of your personal faith journey with your Scouts
   a. Contact your Scouts and their parents to inform them of meeting times and locations
   b. Have scouts complete and email the “Application to Begin” Form to dccs-emblems@austindiocese.org
   c. Sign any required Scout forms found in workbook prior to the start of course and at end of chapters, if required.
   d. Ensure Scouts have access to any required materials
      o Workbooks
      o Bibles
   e. Arrange any necessary retreats, workshops, or discussion panels, as required

5. After Completion of Religious Emblem Course
   a. Help coordinate the Board of Review for your Scouts
   b. Assist students in submitting forms via email to dccs-emblems@austindiocese.org
   c. Support your scouts by attending the Bishop’s Recognition Mass