

North Star District
2015 Programming Committee
Advancement Subcommittee

Guide to Eagle Rank Board of Review Process



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1. *How It Begins.* When a scout decides that he is ready for his Eagle Board of Review, the scout submits a "binder" to the Eagle Processor at the Scout Office.
 - a. The Eagle Processor is usually there during regular Scout Office business hours: 8:30 am to 5:00 pm Monday through Friday.
 - b. If the Eagle Processor is at lunch, the Registration Desk can receive the Application.
 - c. If the Scout Office is closed, the scout can also leave the Application at the Scout Shop. The Scout Shop is open until 7:00 pm Mondays, Wednesdays, and Fridays. It is open Saturdays from 9:00 am to 3:00 pm.

 2. *The Binder.* The "binder" includes the following documents:
 - a. *Rank Application.* A completed Eagle Rank Application Form.
 - (1) Use the most current form.
 - (2) Note the information in AGE REQUIREMENT ELIGIBILITY section.
 - (3) Take part in a unit leader conference pursuant to REQUIREMENT 6.
 - b. *Statement of life's ambitions and purpose:* REQUIREMENT 7 of the Eagle Rank Application Form requires, "attach to your Eagle Rank Application Form a statement of your ambitions and life purpose and a listing of positions held in you religious institution, school, camp, community or other organizations, during which you demonstrated leadership skills. Include honors and awards received during this service."
 - c. *Project Workbook:* All sections (Proposal, Final Plan & Report) of the Eagle Leadership Service Project Workbook. The workbook should include pictures of the project over three time periods: before the project, during work, and after completion. The workbook may also include any other supporting information or documents about the project to further clarify answers to the questions.
 - d. *Evidence of Advancement.* Copies of advancement cards, award cards, etc., can also be included.

 3. *Letters of Reference.* The scout is responsible for sending Reference Forms to the people serving as the Scout's references, as the scout had listed in REQUIREMENT 2. The form can be found on the Council website. (*See also* Resources section below.)

These references are confidential, so the scout's references are asked to correspond directly with the Council office only.

4. *Application Processing.* The Eagle Processor reviews the Application to verify advancement and correct dates. Once verification is completed, Council approves the Application for a district board of review, evidenced by the Council's authorized signature. This can take 10-14 days to complete.
5. *Notice to District.* Council transmits the application to the North Star District Eagle Board Coordinator, which is Jerry Simon for calendar year 2015. This transmittal authorizes North Star District to hold a Board of Review for this scout.
6. *Scheduling.* Upon receipt of the application, the Eagle Board Coordinator notifies the scout of the date and time he has been scheduled for his Board of Review. Customarily, when there are candidates, North Star District schedules Boards of Review are convened the second Wednesday of each month. If a scout cannot make the scheduled date, he should contact the Eagle Board Chair to be moved to the next regularly scheduled Board of Review or to make other arrangements.

Resources.

Very good information about Life to Eagle and Steps from Life to Eagle is on the Crossroads of America Council website at <http://www.crossroadsbsa.org/89>.

- The **Eagle Scout Application** as a fillable pdf form is available online at http://www.scouting.org/filestore/pdf/512-728_WB_fillable.pdf.
- The **Service Project Workbook** as a fillable pdf form is available at online at <http://www.scouting.org/scoutsource/BoyScouts/AdvancementandAwards/EagleWorkbookProcedures.aspx>.
- To get the Indianapolis Reference Form as a pdf file is available at https://247scouting.com/web/BSA160/attachment/document_14323038040_1827.pdf.

If scout leaders or scouts have questions, I can be contacted at the above email or at 317-443-4290.

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