

# How to Complete the Rank of Eagle



## Congratulations!

You are ready to complete the rank of Eagle. Completing the rank of Eagle is challenging, but rewarding. Once completed, you will join the ranks of a select few. Historically, just over 2% of Scouts reach the Eagle rank. The process can be somewhat confusing, but hopefully this handout will help you navigate through it.

After you have reached the rank of Life, you must remain active in the Troop for at least 6 months, hold a position of responsibility, demonstrate that you live by the Scout Oath and Law and earn a total of 21 merit badges. You must also complete an Eagle Scout Service project and complete the required paperwork. The following steps need to be carried out by the Scout.

The Scout needs to come up with an idea that is worthy of an Eagle Project. It doesn't have to be large, complex or physical, but you must be able to demonstrate leadership. It must benefit an organization other than the BSA. It can benefit any religious institution, any school, or your community.

The Scout then needs to present the idea verbally, first to the Trail To Eagle advisor, then to the Scoutmaster (SM).

Once both have approved the project, you need to download the Eagle Scout Service Project Workbook from:

<http://www.scouting.org/scoutsource/BoyScouts/AdvancementandAwards/resources.aspx>.

Although the workbook says to only fill out the 'Eagle Scout Service Project Proposal' section, the Scout should also fill out the 'Eagle Scout Service Project Plan' section as much as possible; producing photos, sketches, etc. This will allow the committee to better understand the project and offer helpful comments and concerns.

Once you have the workbook filled out you need to get the Project Beneficiary to approve and sign it. This becomes **your official copy**. You need to get approval of the Trail To Eagle advisor, (who will sign the front of it) then the Scoutmaster. The Scoutmaster will schedule a date for you to present your project to the Committee.

When you present your project to the Committee, print at least 10 copies to hand out to the members. Wear your full uniform and be ready to answer questions about your project, including how you will show leadership. If the Committee approves your project, have the Scoutmaster and the Committee Chairman sign **your official copy**. Then you need to get the District Representative to sign it. Once you have all 5 signatures (including yours) you need to schedule and complete your project.

Complete your project, showing leadership, and then schedule your Scoutmaster Conference with the Scoutmaster.

Unfortunately, troop meetings do not allow enough uninterrupted time for an Eagle Scoutmaster Conference. Therefore, these are not held during meetings. This will take place at the Scoutmaster's home beginning at 7:00pm on the night agreed upon, and will take approx. 1-1.5 hours.

Once you have completed everything below, please send the SM three dates when you would be available for the conference. Wednesday nights tend to be the best nights. During the SMC you will be given further instructions to aid in your Board Of Review.

## On that night, please make sure that you bring the following to the conference:

1. Yourself in full uniform
2. Scout handbook
3. Completed Eagle Application (typed, minus signatures)
4. Completed Eagle Project Workbook (with all signatures to start and a completion signature from the non-profit)
5. Letters of reference (Mom, Dad, Religious, Educational, Employer (if any), Two other references.)
6. List of Awards and Accomplishments since birth (found in note section of application)
7. Life ambitions/life purpose one pager (found in note section of application)
8. A parent to insure two deep leadership. They may watch TV, read, surf the net, etc.

After you have completed your SMC, the Scoutmaster will submit your paperwork to the Council. Once the paperwork is approved by the BSA, the SM will forward it to the Advancement Chair. The Advancement Chair will contact you to schedule your BOR and give you further instructions.

Once you complete your BOR, you are officially an Eagle Scout!