

- Committee Chair should review for completeness

Chairman

11. **Obtain Council Certification**

Troop Advancement
Chairman

- MUST be done at the Council Office
- Provide the following completed forms:
 - Eagle Scout Rank Application
 - All Reference Letters
 - Eagle Scout Service Project Workbook
 - Journey to Excellence Certificate

12. **Schedule Eagle Board of Review**

Troop Advancement
Chairman / Scout

SCOUT

- Maximum 5 adults plus District Representative
 - Ask Scout for input
 - May be any adult except relative, ASM, or SM
- Verify District Representative availability
 - Glenn Witt, District Advancement Chairman 281-342-6918 or 713-918-4681 or email [Glenn Witt@troop1880.net](mailto:Glenn_Witt@troop1880.net)
- Secure proper location for session
 - 1-2 hours
 - Private closed area for interview process
 - Waiting area for parents, scout, Scoutmaster
- Invite parents to attend
- Scoutmaster should be present to introduce candidate
- Make sure all paperwork is present including Unit Advancement Report Form

Troop Advancement Chairman

13. **Complete Paperwork Process**

District and Troop
Advancement
Chairman

District

- Deliver signed forms to Council Office
- Return scout handbook, project workbook to scout
- TAC should check status of application after 2-4 weeks
- TAC should pick up Eagle Packet when it returns to the Council Office from National Scout Headquarters

TAC

14. **Plan, Schedule, and Execute Eagle Scout Court of Honor**

Scout and
Family

- Plan only after paperwork is returned to Unit
- Purchase Eagle Badge, medals, etc. Troop should purchase or reimburse parent for the base award kit
- Make it personal and fun

Although the process of completing the road to Eagle Scout may seem complicated, it is a simple task when dedicated Scouting Volunteers get involved. **Allow the candidate to participate when possible but do not leave them alone to stumble through the process.** With the proper encouragement and assistance these final steps to can be used as a great lesson for life and will help reinforce the significance of Scouting's highest honor, Eagle Scout.



For further information or assistance contact your District Advancement Chairman.

Glenn Witt
Brazos District Advancement Chairman
(281)342-6918