



# UTAH NATIONAL PARKS COUNCIL™

## Boy Scouts of America®

### CHECKLIST FOR EAGLE BADGE REQUIREMENT

Revised April 2009

Please use this checklist to ensure that your Eagle Board of Review and subsequent Eagle Rank Application processing proceed as efficiently as possible.

- Obtain an Internet Advancement Member Summary from your unit Advancement processor to determine that all ranks and badges are on file (or obtain a ScoutNET printout from the council office) and use this form to fill out your Eagle Application.
- Locate and consult with an adult who understands the Life to Eagle process.
- Are you, the Eagle Candidate, a registered member of a Troop, Team or Crew?
- Are the time periods between ranks correct, as per rank requirements? (4 months for Star, six months for life, six months for Eagle)?
- Are there complete dates (MM/DD/YY) on the Eagle Scout Rank Application?
- Have you crossed off the unused merit badges on the Eagle Scout Rank Application (Requirement #3, Badges #6 and #9)?
- Have you listed the leadership position(s) held for at least six months while a Life Scout (Requirement #4)?
- Have you completed your Eagle Project and obtained all required signatures in the Project Workbook?
- Have you requested letters of recommendation from the 5-6 individuals listed for Requirement #2 and asked them to provide their letters to the District Advancement Committee?
- Are all signatures collected in the Eagle Scout Rank Application (Unit Approval section)?

Your Completed Eagle Packet needs to contain the following items:

- The Eagle Scout Leadership Service Project Workbook.
- The original Eagle Scout Rank Application (must be a single sheet, double-sided.)
- Your statement of ambitions and life purpose and a listing of positions held in which you demonstrated leadership in other organizations. Include honors and awards received during this service (Requirement #6, Eagle Application.)
- The Internet Advancement Member Summary or a ScoutNET printout obtained from the Council office.

Important Notes:

- The Scoutmaster conference (Requirement #6) is held after the project is complete, merit badges are earned and all paper work is finished.
- The Scoutmaster conference must be held and dated before the candidate's 18<sup>th</sup> birthday.
- After the Scoutmaster conference, an Eagle Board of Review is scheduled with the District. The Eagle Candidate should appear for the Board of Review in as complete a uniform as possible.

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