

EAGLE APPLICATION PROCESS AID INSTRUCTIONS

1. Read through all of the forms, and instructions, before you start writing on the forms!
2. Choose a service project. Verify that the guidelines specified in the Eagle Scout Service Project Workbook will be met. Note that:
 - Leadership is a key ingredient and must be demonstrated in completing the project.
 - The project must be of real value.
 - The project is an individual matter - two Eagle candidates may not use the same project to meet the requirements.
 - An Eagle service project should be of significant magnitude to be special. While there is no requirement on the time, number of people, or effort required to complete the project - remember that you are a candidate for the highest rank that Scouting can award. Do your best!
3. Pre-approval of the project is required before you may start work on it. The Project Description and Planning Detail sections of the workbook should be completed. Obtain the signatures of your Scoutmaster, Coach, or Advisor, and your unit committee. Then contact your District Advancement or Eagle Board Chairperson for approval. Note that the workbook may be unstapled if needed.
4. Use the workbook throughout your project to assist you in documenting and completing your project. Upon completion of the service project, finish any remaining parts of the Eagle Scout Service Project Workbook Include maps, photographs, etc, if you wish.
5. Once you have completed all of the requirements for the rank of Eagle:
 - Fill out the Eagle Award Application. Please read all directions carefully and print or type the information.
 - Use the checklist to help you verify that the application is properly completed. Note that the application, including award dates of each rank advancement and merit badges, will be verified against Council records.

Note that photocopies of the application will not be accepted. It is strongly recommended, however, that copies be made of the workbook and application for your records prior to submitting them.

For additional information or the name and number of your District Advancement Chairperson, please contact the Council office at 770-989-8820.

EAGLE APPLICATION CHECKLIST

- You are using the current application form. Be sure to fill in ALL spaces - do not leave any blank!
- Your name is entered exactly as you would like it to be on your certificate.
- Date became a Boy Scout is entered (Not the date the Scout Badge was earned).
- First Class date is after the date for becoming a Scout.
- Four (4) months tenure between First Class and Star rank awards.
- Six (6) months tenure between Star rank award and Life Board of Review.
- Six (6) months tenure between Life Board of Review and Eagle Scoutmaster conference.
- Four (4) required merit badges dated prior to Star award date.
- Two (2) optional merit badges dated prior to Star award date.
- An additional three (3) required and two (2) optional merit badges dated prior to the Life Board of Review date. Those merit badges earned before becoming a Star Scout but not used as part of the requirements for the Star rank may be counted.
- The additional required and optional merit badges for Eagle are entered. Those merit badges earned before becoming a Life Scout but not used as part of the requirements for the Star or Life ranks may be used.
- All but one of the merit badges in items 6 and 9 are crossed out. (See the note at the end of the merit badge section on the application.)
- Six (6) months tenure in one or more of the listed leadership positions.
- The Eagle project completed after the Life Board of Review and prior to the Scoutmaster conference. The current Eagle Scout Service Project Workbook must be used and enclosed with the application.
- The date for the Scoutmaster conference is entered.
- The statement of life ambitions and life purpose and listing of positions and awards in other organizations is enclosed with the application.
- Your signature and the date are entered.
- Unit leader and committee signatures and dates are entered.
- All requirements and the Scoutmaster conference are completed before your 18th, birthday.
- All dates show month, day, and year.