

Name of Eagle Candidate: \_\_\_\_\_ Type of Unit and No. \_\_\_\_\_

**EAGLE CHECKLIST**

\*\*This form should be submitted along with the completed Eagle Scout rank application and project workbook, to the Council Office **at least 10 business days prior to the scheduled Advancement Committee Meeting** for the Scout to have his Board of Review within that same month. Please refer to the Council Calendar on our website at [www.housatonicbsa.org](http://www.housatonicbsa.org) for the meeting schedule.

Name of Eagle Project \_\_\_\_\_  
Grand Total of Hours Worked on Project \_\_\_\_\_  
(Found on bottom of the Project Report Page B of the Eagle Scout Project Workbook)

**OFFICE USE ONLY:**  
Date Application Received \_\_\_\_\_  
Date of Council Certification \_\_\_\_\_  
Board of Review Date \_\_\_\_\_  
Date Application Returned \_\_\_\_\_

Unit	Council	
_____	_____	All information is legible
_____	_____	Type of unit, Unit Number, and location correct
_____	_____	Applicant's full legal name (30-character maximum) spelled correctly and legible
_____	_____	Applicant's address correct
_____	_____	Dates of entry in Scouting; First Class and Star rank board of review dates correct
_____	_____	At least four months between First Class and Star rank board of review dates
_____	_____	At least six months between Star and Life rank board of review dates
_____	_____	Cub Scout, Webelos Scout and Arrow of Light questions answered (if Scout did not earn Arrow of Light, put YES for -Completed 5th grade upon joining).
_____	_____	Date of birth correct
_____	_____	Applicant meets age requirement criterion
_____	_____	At least six months between Life and Eagle rank board of review and prior to 18th birthday
_____	_____	Reference requests must be sent out 30 days prior to Board of review, Scout gives list of reference to Troop Advancement Chair
_____	_____	Scout's letter of ambition, life purpose and a listing of positions held in other organizations.
_____	_____	21 merit badges earned (List day, month, year for each if not entered) (NOTE: 12 required, 9 optional)
_____	_____	Must serve at least six months in a position of responsibility between Life and Eagle rank board of review dates and prior to 18th birthday (see application for list of acceptable positions and ONLY list those between Life and Eagle rank BOR date)
_____	_____	Eagle service project completed between Life and Eagle rank board of review date and prior to 18th birthday
_____	_____	Scoutmaster conference completed between Life and Eagle rank board of review dates and prior to 18th birthday
_____	_____	Applicant's signature and date on application
_____	_____	Unit Leader's signature and date on application
_____	_____	Unit Committee Chairman's signature and date on application
_____	_____	Reviewed with scout by (signature) _____
_____	_____	Print Name _____ Date _____
_____	_____	Unit position _____
_____	_____	Eligible for _____ Eagle Palms upon completion of Board of Review

Council reviewed and verified. Eligible for Board of Review  
\_\_\_\_\_ Date \_\_\_\_\_

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**\*\*Advancement Committee\*\***

- \_\_\_\_\_ Send request to sponsor for letter about project by Council Advancement Chair
- \_\_\_\_\_ Eagle Scout project hours logged in to Good Turn for America website by Troop Advancement Chair
- \_\_\_\_\_ Receive & Review Reference letters, and sponsor letter by Council Advancement Chair
- \_\_\_\_\_ Eagle board of review signatures and date on application, Scout Handbook and Advancement report
- \_\_\_\_\_ Original Eagle project report returned to applicant
- \_\_\_\_\_ Eagle Check list, Eagle application and Advancement report returned to Council by Council Advancement Chair

**\*\*The following are reviewed by the Council after the Board of Review\*\***

- \_\_\_\_\_ Scout Executive’s signature and date on the application. Date \_\_\_\_\_
- \_\_\_\_\_ Application sent electronically to the National Office Date \_\_\_\_\_
- \_\_\_\_\_ Copy made of the completed application with signatures for permanent Council file
- \_\_\_\_\_ If board of review is three to six months after applicant’s birthday, submit documentation stating reason for delay
- \_\_\_\_\_ If board of review will be conducted more than six months after applicant’s 18th birthday, contact the Boy Scout Division at the National Office for procedures to follow prior to scheduling board of review