

# Mecklenburg County Council, Boy Scouts of America

## Council Advancement Committee

### Eagle Board of Review Process

The scheduling of the Eagle Board of Review Process is as follows:

1. After the Scoutmaster and Troop Committee Chairman sign the completed application for the Eagle Scout Award, a Unit representative submits the Eagle Application package to the Scout Service Center. The Eagle Application Package includes the completed Eagle Rank Application form (loose and un-stapled), the completed Eagle Scout Service Workbook, six sealed letters of recommendation (five if the Scout is not employed) and the Scout's statement of ambitions and life purpose.

The package also includes the name and telephone number of the Unit contact who will be called for arranging the date and time of the EBOR.

Please note: If acknowledgement that the Scout Service Center has received the Eagle Application package is desired, the troop must provide a receipt form. The recipient at the Scout Service Center will sign and date it.

2. Using the checklist provided by the National Office, the Scout Service Center coordinator verifies the Eagle application package for completeness and accuracy. This verification includes relevant dates and approval signatures.
3. The Scout Service Center coordinator contacts the District Advancement Chairman to inform that the package is ready to be picked up for the EBOR.
4. The District Advancement Chairman either picks up the package from the Scout Service Center or coordinates with a District Representative to pick up the package. To maintain confidentiality of the letters of reference, no other individual is permitted to pick up the package from the Scout Service Center.
5. The District Advancement or District Representative reviews the Eagle application package to ensure all paperwork, dates, etc. are proper. He/she then phones the Unit contact at the phone number provided with the package to schedule the EBOR meeting.

**Please note: The Unit Leader and District Representative shall not pre-arrange an EBOR without it first being coordinated by the District Advancement Chairman. This is to avoid confusion of scheduling EBOR at the district level. Also, neither the unit leader, parents, nor Scout shall request a specific District Representative to attend the EBOR. For scheduling purposes, only the District Advancement Chairman or their designee can make this assignment.**

6. The District Representative takes the Eagle application package to the EBOR meeting.
7. During the 30-minute period preceding the candidate's interview, the EBOR members review the package for familiarity, completeness and accuracy. The EBOR then commences.
8. If the Eagle candidate passes by unanimous decision at the end of the review period, all signatures of the EBOR members are obtained on the appropriate form. The EBOR members determine who will return the completed Eagle application package to the Scout Service Center. This designated individual may be any registered member of the EBOR.

The Eagle Scout Service Project Workbook and the statement of ambition and life purpose are returned to the Scout. The Eagle Scout Application, letters of reference and other paperwork in the folder are returned to the Scout Service Center.

9. If the Scout fails to pass the EBOR by unanimous decision, the reasons why are explained to him along with the appeal process that is available.

No further EBOR is scheduled at the troop level. The Scout is explained his options for an appeal as stated in Section 8.0.4.0 in the *Guide to Advancement*, 2013, Publication No. 33088. The entire Eagle Application Package is returned to the Scout Service Center. This includes all paperwork that was initially in the package.

### **General Information Regarding the Eagle Board of Review and Eagle Application package**

1. The Mecklenburg County Council Advancement Committee, after consulting with the Council Commissioner, recommends that a Scouter who is simultaneously a Unit Commissioner and a member of the District Representative Team shall not be assigned to an EBOR of the respective units that he/she serves.
2. When the final Eagle Scout package is ready to be picked up at the Scout Service Center after it is received from National, the listed ScoutMaster is notified and only a registered Scouter in the respective unit is authorized to pick it up.