

Pacific Harbor Council Eagle Scout Check List

This check list has been developed to assist you in completing your Eagle Scout requirements and the application process following the approval of your Eagle Service Project Proposal by your District Advancement Committee Eagle Advisor. Please be aware that each Council District processes the completed Eagle Application and conducts its Eagle Board of Review according to its own unique procedure. Your Eagle Advisor will share that specific information with you. Eagle Project Proposal approvals and Boards of Review are District level functions.

EAGLE SCOUT SERVICE PROJECT:

- ☐ Work with your Project Beneficiary and Coach to develop your detailed project plan.
- ☐ Work on your project to completion.
- ☐ Get the final signatures on your Project Final Report.
- ☐ Keep your Service Project Workbook and bring it to your Eagle Scout Board of Review.

EAGLE SCOUT REQUIREMENTS:

MUST BE COMPLETED BEFORE YOUR 18TH BIRTHDAY.

- ☐ Complete all requirements for the Eagle Scout Award:
- ☐ Earn 21 Merit Badges, including the Eagle required merit badges.
- ☐ Complete at least six months in a position of responsibility.
- ☐ Complete your Service Project. Have your Scoutmaster's Conference for Eagle.

Your Eagle application does NOT have to be submitted to the council office before your 18th birthday.

EAGLE SCOUT RANK APPLICATION:

- ☐ Download the fillable .pdf version of the Eagle Scout Rank Application. The latest is Jan 2025:
<https://Scouting.org/wp-content/uploads/2025/01/512-72825-Eagle-Scout-Application.pdf>
- ☐ See <http://www.pacificharbors.org/advancement> for more information.
- ☐ Fill out the Eagle Scout Rank Application.

References. Eagle application requirement 2:

"As a Life Scout, demonstrate that you live up to the principles of the of the Scout Oath and Scout Law in your everyday life and tell how you have done your duty to God. List the names of individuals who know you personally and would be willing to provide a recommendation on your behalf."

- ☐ List four references. These may be Scout leaders, teachers, employers, coaches, other Scouts, etc. References do not need to be 21 or older. Parents and other relatives are strongly discouraged from serving as references. The current unit leader and committee chair are not eligible to serve as references. The Scout is responsible for requesting references and should ask for the letters to be returned within two weeks. The form letters must be returned to the District Advancement Committee Eagle Scout Advisor to assure confidentiality, as Scouts must not see the contents. A reference from the Scout's place of worship is encouraged but not required.

Merit Badges:

- ☐ List the 21 Merit Badges you are claiming toward the Eagle Scout rank.
- ☐ Use the date on the blue card as the completion date.
- ☐ List the troop number. If the merit badge was earned in a different council, write the name of that council at the bottom of the application.

Eagle Application, Page 2:

___ In the top shaded line, enter your name as it appears on the top of Page 1.

Positions of Responsibility (Leadership):

___ Fill in the date of your Life Scout Board of Review.

___ Fill in the positions and dates of leadership. DO NOT list any date BEFORE your Life Scout BOR.

Service Project:

___ Fill in the name of your project and the total number of hours of all involved and the date the project was completed.

___ Fill in the date of the Scoutmaster's Conference.

Statement of Ambitions and Life Purpose:

___ Attach to the Eagle application your statement of life's ambitions and goals.

Signatures:

___ Your signature, phone number and date.

___ The Scoutmaster's signature, phone number and date.

___ The Committee Chair's signature, phone number and date.

ROUTING THE EAGLE SCOUT RANK APPLICATION:

___ 1. Call Tracy Kapelski at 360-587-1648 to schedule your appointment to have your application verified.

___ 2. The preferred method is to carry the application, statement of ambitions, Boy Scout Handbook and blue cards to a Pacific Harbors Council office. The application will be certified and the blue cards and book will be returned to you, once the application has been verified. The application, if correct, will be mailed to your District Advancement Rep. Come to your appointment in your uniform we will be taking your photo for the Council Eagle Scout Wall.

BOARD OF REVIEW:

___ Contact your Scoutmaster and Committee Chair to schedule your Eagle Scout Board of Review for some time after the Eagle reference letters are returned.

___ At the time and place, arrive in your best Scout uniform and bring your Scout handbook and your Service Project workbook. Your District Advancement Eagle Advisor will bring your Eagle application. You need to bring any Eagle reference letters you may have received.

___ Have your Eagle Scout District Board of Review. The District Advancement Rep will forward the completed Eagle application back to the Council office. They will electronically send it to the National BSA office. In about four-six weeks, you should receive a call from the council office to pick up your Eagle Scout certificate. Your Troop Committee can purchase the Eagle Medal at the National Scout Shop or the Thunderbird Trading Post.

EAGLE SCOUT COURT OF HONOR:

___ Work with your troop committee to plan your Eagle Scout Court of Honor for any time after you receive your Eagle certificate from the council office.