



Eagle Rank Application Review Process

Eagle Scout Rank Application Form

The Scout completes the Eagle Scout Rank Application form per the instructions specified in the document entitled *How to Complete Your Eagle Scout Rank Application Form* and submits the completed application form to Mayflower Council. It is recommended that the application form be filed electronically, as a pdf document, to eaglescoutapplicationsubmission@mayflowerbsa.org. The Scout will receive an email confirmation when the form is received.

Council Verification

Following receipt of the completed Eagle Scout Rank Application form, it is reviewed by Mayflower Council to verify the following:

- date became a Boy Scout,
- dates of Boards of Review for First Class, Star, and Life ranks,
- all merit badges have been reported by the Unit,
- the Scout has the necessary number of Eagle-required and elective (i.e., nonEagle-required) merit badges specified for each rank,
- the Life “Position of Responsibility” has been 6 months (180 days) since the Life Board of Review date, and
- all the required signatures are on the application form.

Once verification is complete, Mayflower Council emails to the District advancement chair the verified application form.

District Processing

Following receipt of the verified application form, the District advancement chair will process the application as follows.

If the Scout’s Unit is in the Powder Keg, Cannon, or JP Becker Districts, the District advancement chair will contact the Scout’s Unit advancement administrator to coordinate the scheduling of his Eagle Scout rank board of review. The Scout must provide his Eagle application binder (assembled as specified in the document entitled *How to Submit an Eagle Scout Application to Mayflower Council*) to his Unit advancement administrator in order for the board of review to be scheduled. The Unit’s adult representative on the board of review panel will bring this, along with all letters of recommendation received, to the Eagle Scout rank board of review.

If the Scout’s Unit is in the Cranberry Harbors, Seven Rivers or Squanto District, the Scout will be notified by a member of the District advancement team that the verified application has been received. Following this notification, the Scout must provide the Eagle application binder (assembled as specified in the document entitled *How to Submit an Eagle Scout Application to Mayflower Council*) to a member of the District advancement team - at either the monthly Roundtable meeting or at the monthly night of advancement - for

review in order to schedule his Eagle Scout rank board of review. The letters of recommendation can either be delivered with the binder or can be presented at the night of the board of review.

Once the Scout successfully completes his Eagle Scout rank board of review, the board of review chair signs the Eagle Scout Rank Application form and returns it to Mayflower Council. The Eagle application binder is returned to the Scout at the conclusion of the board of review.

Scout Executive and National Office Processing

Following receipt of the signed application from the board of review chair, the Mayflower Council scout executive will sign the application and submit it electronically to the National Advancement Program Team (NAPT) of the Boy Scouts of America for processing and issuance of an Eagle Scout Rank Certificate. The dates of both the board of review and submission to the NAPT are logged.

When the Eagle Scout Rank Certificate is received from the NAPT of the Boy Scouts of America, it is paired with a congratulatory letter from the Mayflower Council president and scout executive and the Unit leader is contacted regarding its availability for pick up. The Unit leader then has the option of picking it up at one of the Council Service Centers (Marlborough or Canton) or having it delivered by the Unit's District Executive. Regardless of option selected, the Unit leader will be required to sign a statement of receipt upon receipt of the Eagle Scout Rank Certificate.