COMPLETED EAGLE SCOUT APPLICATION & BINDER CHECKLIST

NOTE – this checklist MUST be signed by the Scoutmaster and MUST be included with the Eagle Scout candidate's completed Eagle Scout binder when it is presented to the Scout Service Center.

Scout SM

Updated: 2/1/14

(Please check the box once you know that an item has been addressed.)

❒ ❒ Your original, in-color, Eagle Scout application (2 sides). All information is **typed** and legible.

❒ ❒ Use your "full legal name" (including middle). Do not use any initials. (If you do not have a middle name, please state that on a sticky note and place on your application.)

❒ ❒ Full dates must be used where requested – month, day and year.

❒ ❒ Date you joined the Boy Scout troop should be the date of your first troop meeting – not the date you earned your Boy Scout badge (unless it happens to be the same).

❒ ❒ The dates for your 1st Class, Star and Life ranks must be your actual Board of Review dates, not the dates of your Courts of Honor.

❒ ❒ There **must** be "at least four months" between First Class and Star rank.

❒ ❒ There **must** be "at least six months" between Star and Life rank.

❒ ❒ You must submit "sealed" letters of reference from **all** of the people ***whose names you wrote on the front*** of your application as references. Place ***sealed*** reference letters inside the front cover of your binder.

❒ ❒ The four "required" merit badges you earned for your Star rank, and the three "required" merit badges you earned for your Life rank, **must** be among the twenty-one badges you list on your application.

❒ ❒ No merit badges should have a date earlier than your joining date.

❒ ❒ Make sure you fill in the unit number where you earned each merit badge.

❒ ❒ For merit badge numbers 7, 8 and 10, cross out the badges not used.

❒ ❒ The original "Applicant's Record" sections of the 21 blue cards for merit badges listed on your Eagle application have been placed in clear plastic "baseball-card-type" sleeve sheets in your binder. ***Place the blue cards in the order they are listed on your application (merit badges 14 through 21 should be listed in the chronological order in which they were earned with badge 14 being the badge earned on the earliest date). The words "Applicant's record" should face the reader.***

❒ ❒ You must have served six months in (one or more) position(s) of responsibility **since** earning your Life rank.

❒ ❒ Make sure to obtain all required signatures on the back of your application – your own, your unit leader, and unit committee chair.

❒ ❒ A statement of your ambitions and life purposes has been attached **and** a listing of leadership positions held in your religious institution, school, camp, community, or other organizations. Include honors and awards received during this service.

❒ ❒ The following "Service Project information" is included in your finished binder, **typed** and legible:

- Your original "Eagle Scout Service Project Proposal" write up and signature approval page (pages 1-6 and 2-1 through 2-4 of the official *Eagle Scout Service Project Workbook*, No. 512-927, as produced by the Boy Scouts of America) and any photos or information that go with it.
- Your completed "Eagle Scout Service Project Final Plan" (pages 3-1 through 3-6 of the official *Eagle Scout Service Project Workbook*, No. 512-927). If you did not complete this plan, be prepared to prove to your Eagle Scout board of review that your planning was sufficient for an Eagle Scout service project. The board of review may not recommend you for Eagle Scout rank if you cannot show that you engaged in sufficient planning for the project. A completed "Final Plan" will be an easily reviewed record of your planning that you can show your board of review.
- Your completed and signed "Eagle Scout Service Project Fundraising Application," if applicable, (page 3-7 of the official *Eagle Scout Service Project Workbook*, No. 512-927).
- Your completed and signed "Service Project Report" (pages 4-1 through 4-4 of the official *Eagle Scout Service Project Workbook*, No. 512-927, and any information or photos that go with it.

❒ ❒ Include two photo copies of your completed, original Eagle application.

I have reviewed the enclosed Eagle Scout application/binder and certify that all of the checklist items have been properly addressed.

_____ ***Signature of Scoutmaster*** _____ ***Date***