



Life to Eagle: Reaching the Summit

- ➔ Process Overview
- ➔ Eagle Service Project
- ➔ Eagle Application Process
- ➔ Eagle Board of Review
- ➔ Eagle Court of Honor

Life To Eagle Outline

What **MUST** be Completed PRIOR to your 18th Birthday:

While a Life Scout...

Eagle rank requirements 1-6, in any order:

1. Six months active in Troop as a Life Scout
2. References Listed for Letters of Recommendation
3. Complete all 14 Eagle-required Merit Badges +7 more of choice
4. Six months in Position of Responsibility
5. Eagle Service Project Completed
6. Unit Leader Conference

Life To Eagle Outline

What *may* be completed on or after your 18th Birthday:

- ✓ Statement of Ambitions and Life Purpose
- ✓ Signatures of Scout, Committee Chair & Unit Leader on Eagle Scout Rank Application
- ✓ Delivery of Eagle Packet to the Council Office
- ✓ Successfully complete your Eagle Board of Review
 - Completed no later than 24 months after 18th Birthday
 - Letters of Recommendation can be Accepted until EBOR
- ✓ Conduct Eagle Court of Honor

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Letters of Recommendation

REQUIREMENT 2. As a Life Scout, demonstrate that you live by the principles 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.

- ⇒ The **Scout** is responsible for requesting references from the **four** people they listed on their application— this is a valuable life skill.
- ⇒ The responses are **not** to be viewed by or returned to the Scout.
- ⇒ Ask your Scoutmaster or Advancement Coordinator to whom your references should send their letters. Write it down!
- ⇒ You want references who answers “yes” enthusiastically when you ask. They should be excited to say great things!
- ⇒ A good reference is someone who knows you well, can speak to your character, and will complete the recommendation promptly...

Letters of Recommendation

- ✔ Scout leaders, teachers, employers, coaches, faith leaders, other Scouts, etc. References do not need to be 21 or older.
- ✘ The current unit leader and committee chair are not eligible to serve as references; their signatures on the application are their endorsements already.
- ⚠ Parents and other relatives are strongly discouraged from serving as references.
- 🕒 Request your letters NOW! Don't wait for the last minute!



Northern Star Council has a helpful letter template reference that includes instructions to the writer at ["A Scout's Guide to Earning Eagle"](#)

For Parent and Leaders

- The Eagle Project is the *Scout's* to lead. Parents are to encourage and guide, but the **Scout** leads the project!
- The Scout should be making *all* phone calls to organize their project (contact with Beneficiary, District Representative, etc...) – *not the parents!*
- As always in Scouting, Youth Protection policies apply throughout the Eagle Project process.
- Private online communications (texting, phone calls, chat, IM, etc.) must include another registered leader or parent. ([GtSS](#))

The Purpose of the Eagle Project

- Demonstrate Ability to **Plan, Develop**, and Give **Leadership**
- Use Learned Scouting & Communication Skills
- **Positive Experience** in Project Management

Scouts should find a project that will be valuable to their community and be a challenge for them to complete.

Ideas are found in many places – find something you are **passionate** about!

Scoutmasters

Local Newspaper

DNR

Faith-Based Orgs

County Parks

School

Other Eagles

City Hall

Library

Chartered Organization

Parks

Internet Search

Eagle Scout Rank Requirement #5

“While a Life Scout, plan, develop, and give leadership to others in a service project helpful to any religious institution, any school, or your community.

(The project must benefit an organization other than Scouting America.)

A project proposal must be approved by the organization benefiting from the effort, your Scoutmaster and unit committee, and the council or district before you start. You must use the Eagle Scout Service Project Workbook, Scouting America publication No. 512-927, in meeting this requirement.”

(2024 rank update)

Eagle Scout Rank Requirement #5

In addition to providing service and fulfilling the part of the Scout Oath,

“to help other people at all times”,

one of the primary purposes of the Eagle Scout service project is to demonstrate, or hone, or to learn and develop leadership skills.

Related to this are important lessons in project management and taking responsibility for a significant accomplishment.

Guidelines and Restrictions

- There are no required minimum hours for a project.
- Routine labor is not appropriate for a project.
- Projects may not be of a commercial nature or for a business.
- Projects may not be a fundraiser as the primary effort.
- More than one Eagle candidate may not receive credit for a project.
- Project may not be performed for Scouting America, its councils, districts, units, or their properties.

The Five Tests of an Acceptable Eagle Scout Service Project:

The proposal is an overview, but also the beginnings of planning. It shows the unit leader and any representatives of a unit committee, council, or district that the following tests can be met:

1. The project provides sufficient opportunity to meet the requirement.
2. The project appears to be feasible.
3. Safety issues will be addressed.
4. Action steps for further detailed planning are included.
5. The Scout is on the right track with a reasonable chance for a positive experience.

Eagle Coaches & Concept Review

- Concept review by the District is recommended for additional input and guidance, but not required. This may help validate project idea based on project guidelines and restrictions to ensure success.
- It is strongly recommended that Scouts use an Eagle Coach from the unit or District. They serve as an advisor, consultant, and a resource, encouraging the candidate to fully plan the project, secure resources, and to make wise decisions.
- Coach emphasizes those elements of a plan that, if ignored, could stop work or create health and safety issues and guides the Scout to evaluate the plan's strengths, weaknesses, and risks.
- Coaches shall NOT dictate changes, withdraw approval, or take any other directive action.

Your District Eagle Team

- ⇒ Contact for Concept Input and Project Proposal Approval
- ⇒ They coordinate the Eagle Board of Review
- ⇒ Find your District Representative's current contact information listed on Northern Star Council's "Eagle Advancement Team By District" button on [A Scout's Guide to Earning Eagle](#).



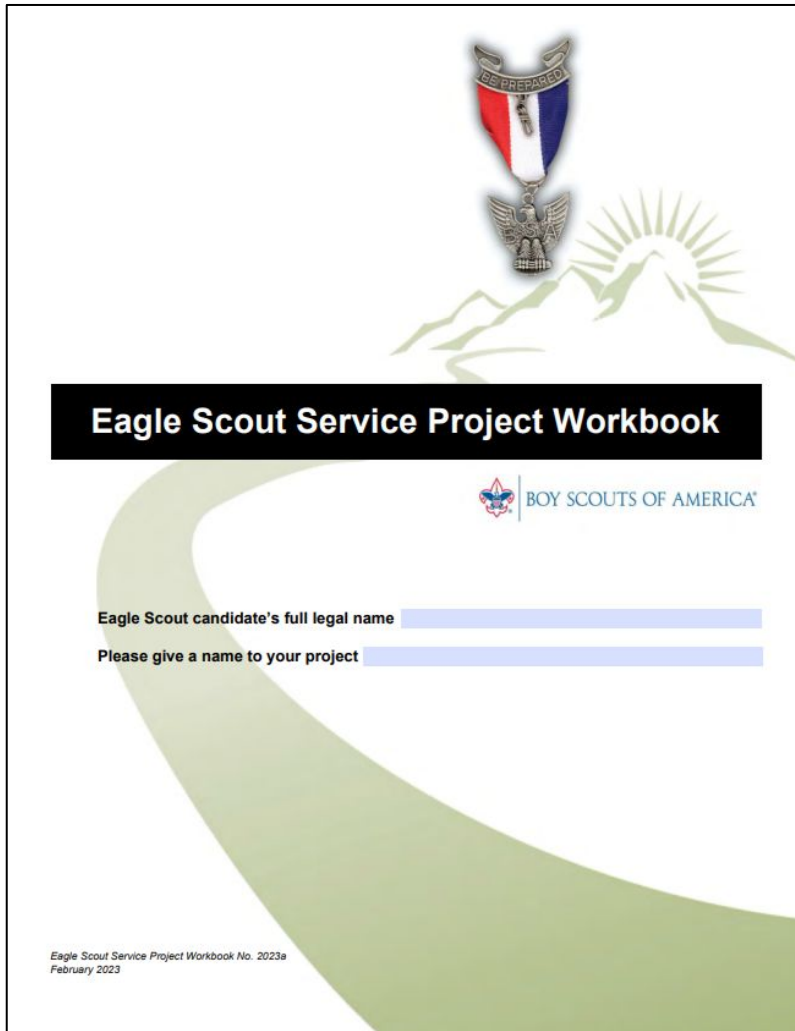
Eagle Scout Service Project Workbook

Scouts MUST use the latest revision [BSA #2023a] which may be found at Northern Star Council's [A Scout's Guide to Earning Eagle](#).

The Eagle Scout Service Project Workbook can be downloaded for free and used as its native fillable .pdf or printed and hand-written **neatly**.



**READ THE INTRODUCTION
AND INSTRUCTION PAGES
CAREFULLY!**



Tips for Workbook Success

1. Download the Eagle Project Workbook and save it to your computer or cloud drive before editing.
2. Rename the Eagle Project Workbook file to include your first and last name and close file.
3. Open Acrobat Reader (available free from [adobe.com](https://www.adobe.com))
4. Open renamed Eagle Project Workbook file with Acrobat Reader.
5. Make a few changes, save, close then reopen the file to make sure it saved properly.
6. After verifying the updated file is saved properly, it is safe to make more extensive changes.
7. Be sure to save your work frequently!

Intro: Parts of the Workbook

- **The Project Proposal** – In detail, explains the project’s purpose, methods, materials, and the scope of work.
- **The Fundraising Application** – if needed, this must be approved through the district when ‘*written approval*’ is given.
- **The Project Plan** – Refinement of details with specific plan of action.
- **The Project Report** – Written after the project is completed.

This is not a form. It is a Workbook to be completed with enough detail to define your project so others understand your intent and process.

Fundraising Application

Guide to Advancement (9.0.2.10)

- Projects may not be fundraisers.
- Fundraising is permitted only for securing materials and otherwise facilitating a project.
- Fundraising must be approved by the local council *except* for contributions from the beneficiary, the candidate, the chartered organization, and the candidate's parents, guardians, or relatives, as well as the unit or individuals in the unit.
- *Highly Recommended: Bring Completed Application To The District Review.* It just saves you a trip!

Details: Steps to Completion

1. **Concept:** Briefly describe your project to Unit/Coach for go-ahead.
2. **Project Proposal:** Lots of details! Signed by Scout, and approved by Beneficiary, Unit Leader, Unit Committee, and District Approval.
3. **Fundraising Application** (if needed): Be comprehensive. Approved by Beneficiary, Unit Leader, Council
 - Must have all approvals to start the project and/or fundraising!
4. **Project Plan:** Prepare for your project in even more detail.
 - DO THE PROJECT!
5. **Project Report:** How'd it go? Signed by Scout, approved by Beneficiary and Unit Committee

Districts may handle the **Project Proposal Approval** a little differently...
Check with your **District's Eagle Team** for more information.

Eagle Scout Projects – Do's

- ✓ Do begin planning project early! Most Scouts say it takes 6-12 months to carry out their project from beginning to end.
- ✓ Do provide as much detail as possible for yourself and your team.
- ✓ Do plan out the costs of materials to buy or be rented.
- ✓ Do plan out tools to be purchased, borrowed, or rented.
- ✓ Do plan out who will be contacted for donations.
- ✓ Do use an hour-by-hour time schedule - it's easier to follow.
- ✓ Do get signatures from yourself, your Unit Leader, your Unit Committee, and your Beneficiary *before* seeking District written approval.
- ✓ Do plan for the dates available for District review.

Eagle Scout Projects – Don'ts

- ✘ Don't begin work on your project until District approval is given.
→ This includes requesting and accepting donations.
- ✘ Don't expect quick turn around from District volunteers
→ It usually takes Volunteers at least a day or two to respond to phone messages and emails.
- ✘ Don't wait until only two months before your 18th birthday!
- ✘ Don't expect things to move fast during the summer when Volunteers are on vacation or at camp with their units.

Time Extensions

The three tests a council is to apply in evaluating a request for an extension are covered in the Guide to Advancement 9.0.4.0

If a Scout foresees that *due to no fault or choice of their own*, it will be impossible to complete the Eagle Scout rank requirements before age 18, they may apply for a limited time extension.

- Extensions shall only be granted to youth in Scouts BSA who have **already achieved Life rank**.
- If approved, the notification **must** be attached to the youth's Eagle rank application.
- Upon turning 18, the Scout **must submit a completed adult application** and **successfully complete Youth Protection training**. Their participant code will now be "UP" for Scouts BSA.
- In the unlikely event a Scout requires more than six months, the council is not permitted to approve the request. The Scout can then appeal to the National Council, as described in Section 9.0.4.2.

Contact Dave Arola with any questions or to file an extension. Darola@northernstar.org

You're Nearly There!

IF...

- ✓ Eagle Scout Service Project Workbook: *Project Proposal Page H, Fundraising Application Page A, and Report Page C* have all signatures...
- ✓ Position of Responsibility Requirement: *completed, approved & recorded in Scoutbook...*
- ✓ Required Merit Badges: *completed, approved, awarded & recorded in Scoutbook...*
- ✓ Scoutmaster Conference: *completed, approved & recorded in Scoutbook...*

THEN... it's time to Complete the Eagle Rank Application!

- Prepare your Statement of Ambitions, Life Purpose and Leadership outside of Scouts to include with application. Include a list of Positions held, Honors, & Awards.
- Final requests for Letters of Recommendation not yet received
(you started this months earlier, right?)

Eagle Scout Rank Application

Scoutbook scoutbook.scouting.org

1. Download the customized, partially filled-out application from your Scoutbook Profile → Reports → Eagle Application.
2. Complete all missing information, Save, and Print.
3. Get Signatures from the Scout, Unit Leader & Unit Committee Chair.
4. Make a Copy, then give the application directly to the person who will deliver the Eagle Packet to the council office.

EAGLE SCOUT RANK APPLICATION

TO THE EAGLE SCOUT RANK APPLICANT. This application is to be submitted after you have completed all requirements for the Eagle Scout rank. Print in ink or type all information. List the month, day, and year for all dates. When you have completed this application, sign it and submit it to your unit leader.

COUNCIL MUST COMPLETE

COUNCIL NO.	TYPE OF UNIT
CIST	UNIT NO.
PO NO. (REQUIRED)	
POSTHUMOUS: <input type="checkbox"/>	

FULL NAME _____

Street address or P.O. box _____ Date joined Scouts BSA _____
 City _____ State _____ ZIP code _____ Date joined a Venturing crew _____
 Telephone (including area code) _____ Email _____ Date of First Class Scout board of review _____
 Date of Star Scout board of review _____

Were you a Cub Scout? Yes No
 Were you a Webelos Scout? Yes No
 Did you earn the Arrow of Light Award? Yes No
 Had you completed fifth grade upon joining? Yes No

AGE REQUIREMENT ELIGIBILITY. Merit badges, badges of rank, and Eagle Palms may only be earned by registered Scouts, and qualified Venturers and Sea Scouts. They may earn these awards until their 18th birthday. Any Venturer or Sea Scout who achieved the First Class rank in a Scout troop or as a Lone Scout may continue working for the Star, Life, and Eagle Scout ranks and Eagle Palms while registered as a Venturer or Sea Scout up to their 18th birthday. Scouts, Venturers, and Sea Scouts who have completed all requirements prior to their 18th birthday may be reviewed within 24 months after that date with no explanation. Refer to the Guide to Advancement, No. 33088, section 8.0.3.1, for boards of review beyond that period.

A Scout, Venturer, or Sea Scout approved to be registered beyond the age of eligibility may work toward Scouts BSA rank advancement after their 18th birthday. See the Guide to Advancement, section 10.0.0.0, for details.

REQUIREMENT 1. Be active in your troop, crew, or ship for at least six months as a Life Scout.

REQUIREMENT 2. As a Life Scout, demonstrate that you live by the principles 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 will be willing to provide a recommendation on your behalf.

Name	Address (including City, State, Zip)	Telephone	Email
#1			
#2			
#3			
#4			

REQUIREMENT 3. Earn a total of 21 merit badges (required badges are listed). List the month, day, and year the merit badge was earned and the unit number it was earned in.

MERIT BADGE	DATE EARNED	UNIT NO.	MERIT BADGE	DATE EARNED	UNIT NO.	MERIT BADGE	DATE EARNED	UNIT NO.
1 CAMPING			*8 EMERGENCY PREPAREDNESS OR LIFESAVING					
2 CITIZENSHIP IN THE COMMUNITY			*9 ENVIRONMENTAL SCIENCE OR SUSTAINABILITY					
3 CITIZENSHIP IN THE NATION			10 FIRST AID					
4 CITIZENSHIP IN SOCIETY			*11 SWIMMING OR HIKING OR CYCLING					
5 CITIZENSHIP IN THE WORLD			12 PERSONAL MANAGEMENT					
6 COMMUNICATION			13 PERSONAL FITNESS					
7 COOKING			14 FAMILY LIFE					

*Cross out badges not earned. If a crossed-out badge in #8, #9, or #11 was earned, it may be reentered in 15 through 21.
 *You must attach the Application for Alternative Eagle Scout Rank Merit Badges for those merit badges earned in place of the Eagle required badge(s).

Scouting America

REQUIREMENT 4. While a Life Scout, serve actively in your unit for a period of six months in one or more of the following positions of responsibility. List only those positions served after Life board of review date.

Scout troop, patrol leader, assistant senior patrol leader, senior patrol leader, troop guide, Order of the Arrow troop representative, den chief, scribe, librarian, historian, quartermaster, junior assistant Scoutmaster, chaplain aide, instructor, webmaster, outdoor ethics guide.

Venturing crew/Sea Scout ship, President, vice president, secretary, treasurer, quartermaster, historian, den chief, guide, boatswain, boatswain's mate, yeoman, purser, storekeeper, chaplain aide, outdoor ethics guide, crew leader, media specialist, specialist or webmaster.

Lone Scout: Leadership responsibility in your school, religious organization, or club, or elsewhere in your community.

Date of Life Scout board of review _____

Position _____ FROM _____ TO _____

Position _____ FROM _____ TO _____

REQUIREMENT 5. Write a Life Scout plan, develop, and give leadership to others in a service project helpful to any religious institution, any school, or your community. (The project must benefit an organization other than Scouting America.) A project proposal must be approved by the organization benefiting from the effort, your unit leader and unit committee, and the council or district before you start. You must use the Eagle Scout Service Project Workbook, No. 512-927, in meeting this requirement.

Project name: _____ Date project finished _____

Grand total of hours: _____ (from Eagle Scout Service Project Workbook --for statistical purposes only)

REQUIREMENT 6. While a Life Scout, participate in a unit leader conference.

Date conference was held _____

CERTIFICATION BY APPLICANT. On my honor as a Scout, Venturer, or Sea Scout all statements on this application are true and correct. All requirements, with the exception of my board of review, were completed prior to my 18th birthday.

In preparation for your board of review, prepare and attach to your Eagle Scout Rank Application a statement of your ambitions and life purpose and a listing of positions held in your religious institution, school, camp, community, or other organizations, during which you demonstrated leadership skills. Include honors and awards received during this service.

Signature of applicant _____ Telephone _____ Date _____

*Or the date established by an extension of time granted by the National Council (see the Guide to Advancement, section 9.0.4.3.3). The completion date does not apply to Scouts registered beyond the age of eligibility as provided for in the Guide to Advancement, section 10.0.0.0.

UNIT APPROVAL (personal signatures required)

Signature of unit leader _____ Telephone _____ Date _____
 Scoutmaster, Advisor, or Skipper

Signature of unit committee chair _____ Telephone _____ Date _____

LOCAL COUNCIL VERIFICATION. According to the records of this council, the applicant is a registered member of this unit and this application is approved as accurate.

Signed _____ Position _____ Date _____

REQUIREMENT 7. Successfully complete your board of review for the Eagle Scout rank.

The applicant appeared before the Eagle Scout board of review on this date, and this application was approved. Date _____

Signature of Eagle Scout board of review chair _____ Signature of council/district board representative (if applicable) _____

I certify that all procedures, as outlined in the Guide to Advancement, have been followed. I approve this application.

Scout executive _____ Date _____

Presentation of the rank may not be made until the Eagle Scout credentials are received by the local council.

NATIONAL EAGLE SCOUT ASSOCIATION. As an Eagle Scout, you may now join the National Eagle Scout Association, a fellowship of the top achievers of Scouting America. As a NESA member, you have networking opportunities with other Eagles and will stay connected to the latest Scouting news. A portion of your membership fee supports NESA's many programs such as providing college scholarships.

Apply for your NESA membership <https://nesa.org/why-join/>

512-728
January 2025 Revision

You can also download a blank fillable .pdf form from: scouting.org/advancement

Preparing the Eagle Packet

The **Eagle Packet** should contain:

- Contacts Postcard – *Unit leader completes [this card](#)*
(Council notifies via email when you're approved by National!)
- Eagle Rank Application - Completed, Printed, & Signed!
- Statement of Ambition and Life Purpose & List of Positions, Honors, & Awards
- Letters of Recommendation
- Eagle Scout Service Project Workbook - Completed/Approved
- Roster of Eagle Project Workers' Hours
- All Letters/Forms of Extensions, ISAP, Alternative Merit Badge Approvals, RBAE, and/or Belated Rank.

Submit Packet in
single sheets-
NO staples,
folders, sheet
protectors, or
binders

Turning in Your Eagle Packet

- ★ Your complete Eagle Scout Packet can be hand-delivered to the Northern Star council office during regular business hours.
- ★ Mailing originals is **not** a risk you want to take, but you could send copies.
- ★ You may be asked to scan in all your documentation for a virtual EBOR.
- ★ Every District has a preferred method. Contact YOUR District Eagle Representative to find out the most efficient way where you live and WHO turns in your Eagle Packet in your district.

Submitting completed paperwork to the council office after turning 18 does not need an extension as long as all requirements were met prior to turning 18.

The Eagle Board of Review

- Composed of **3** to **6** members that may include unit committee members, leaders from your surrounding units, community-at-large, or District.
- Boards may be done in-person or virtually via video conference.
- ASM's and family may not be present, but can wait in a lobby or elsewhere for the BOR decision.
- Scoutmaster may attend *silently* if the Scout welcomes their presence.
- The Eagle Board of Review decision must be unanimous.
- Suggested to dress in your Troop uniform to showcase your Scouting career. If you cannot or choose not to, then dress neatly.
- Bring your Scout Handbook and supporting materials to share your Eagle Project.
- Accommodations are available for Scouts with disabilities or special needs.

The Eagle Court of Honor

- The Eagle Court of Honor should be planned by the Scout and their family **after official notification** of rank advancement confirmation from National. (Times vary but *usually* average 2-4 weeks...)
- Make it your own – with your style to including what’s important to you! Incorporate your fellow Scouts and special leaders into the program.
- Present adults who were especially helpful with a Mentor pin- one comes in your award kit and more are available from the Scout Shop. They also have a Grandparent pin and additional Mom/Dad pins.
- Northern Star Council has several Eagle Court of Honor decoration boxes for complimentary use that include banners and flags, and your unit may have additional resources. A Scout is thrifty!



Where to go for more information



[“A Scout's Guide to Earning Eagle”](#)

Includes:

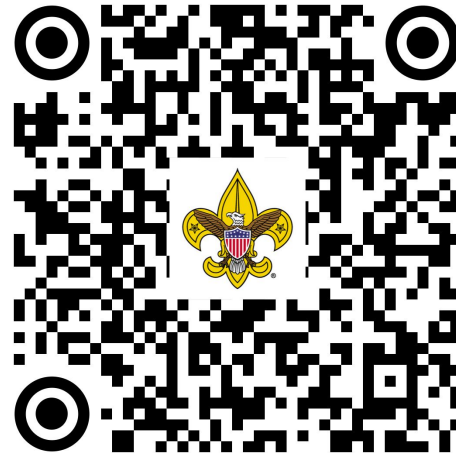
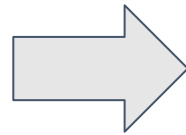
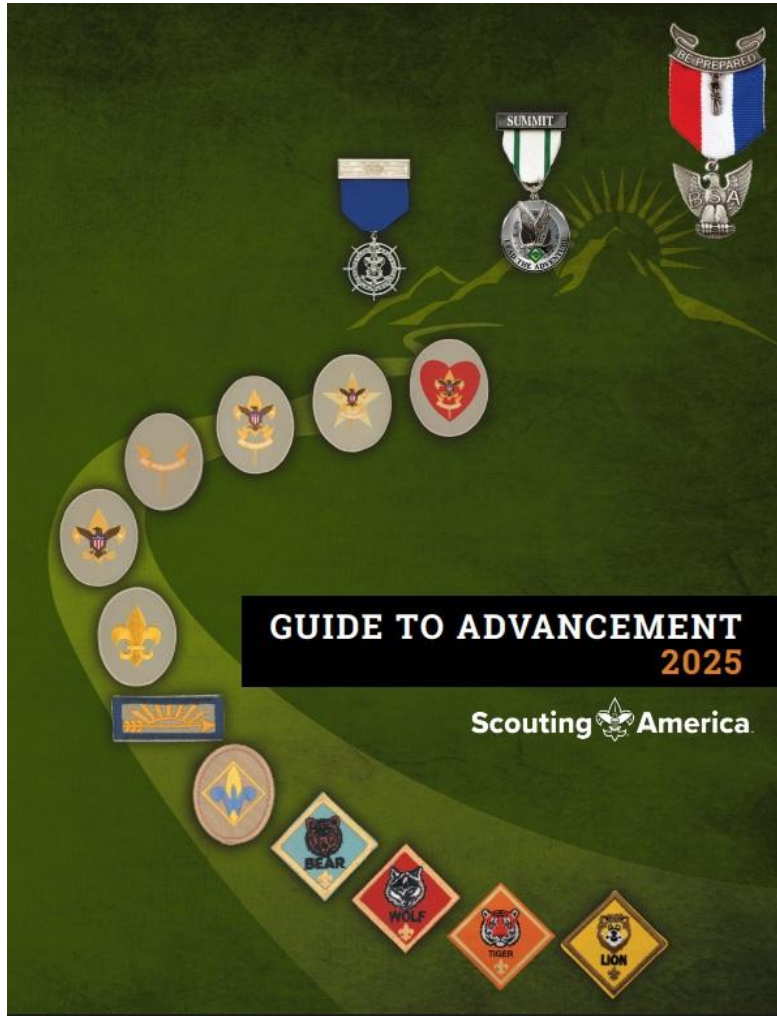
- Eagle Project Workbook
- Eagle Application
- Eagle Reference Letter Template
- District Advancement Representatives
- This “Life to Eagle” Presentation
- Contact Information for Eagle Team

Scouting America’s Advancement
Resources Page

www.Scouting.org/advancement

Thank You Scouts and Adult Mentors!

Guide to Advancement
All New in 2025!
Available Online [HERE](#).



This Presentation was written by incorporating the expertise and experience of the Northern Star Council's Advancement Committee, most of whom are District Advancement Chairs (volunteer leaders) who work with Eagle Candidates all year long.