

in the decision. See “Initiating Eagle Scout Board of Review Under Disputed Circumstances,” 8.0.3.2.

8. To go over the application, references, and service project workbook, members should convene at least 30 minutes before the scheduled board of review.
9. Eagle boards generally last 30 minutes or somewhat longer. This is the highest rank a Scout may achieve; there should be a discussion of his or her successes, experiences, and future plans, but rarely should one last longer than 45 minutes.
10. An Eagle candidate may have only one board of review (though it may be adjourned and reconvened). Subsequent action falls under the appeals process. (See “Appealing a Decision,” 8.0.4.0.)
11. The Eagle Scout medal or patch must not be sold or otherwise provided to any unit or to the Scout, nor should the court of honor be scheduled until after the Scout executive has signed the application, certifying proper procedures were followed, the rank has been entered into the system and filed locally, and the certificate is received at the council service center. A council-generated report from Registrar Tools in Scoutbook Plus may be used to purchase Eagle Scout items in lieu of the official certificate.
12. If the board of review does not recommend a candidate for advancement, a letter detailing the issues that caused the denial, advising any actions that could lead to advancement, and explaining appeal procedures should be sent to the Scout with a copy to the council’s designated appeals coordinator within two weeks. In addition, the reference letters, Eagle Scout Service Project Workbook (if the project is at issue), the names of the board of review members and their notes (if any), and any other available documentation should be sent to the council advancement committee for use in case of an appeal to council or national. The documentation should be destroyed (or returned in the case of the workbook) after any appeals are finished or if the Scout and parents or guardians decide against filing an appeal.

**An Eagle Scout board of review must not be denied or postponed due to unresponsive references.**

#### **8.0.3.1 Eagle Scout Board of Review Beyond the 18th Birthday**

1. An Eagle Scout board of review may occur, without special approval, up to 24 months after a Scout’s 18th birthday, but all other requirements must still have been completed before the Scout’s 18th

birthday. See “Boards of Review Must be Granted When Requirements are Met,” 8.0.0.2. Even if there are some concerns that requirements have not been fulfilled, the Scout is entitled to a board of review.

2. To hold a board beyond 24 months after the 18th birthday, the candidate, the candidate’s parent or guardian, the unit leader, or a unit committee member must submit a Belated Rank Application (11.3.0.0). See item #3 below.
3. It is possible for those who completed the requirements for the Eagle Scout rank in their youth, but never received it, to obtain credentials necessary for acquiring it. If a board of review was not held, and the individual met Scouting America membership eligibility rules and all Eagle Scout rank requirements in effect at the time, then a board of review may be requested. Using the Belated Rank Application (see 11.3.0.0), evidence of completion must be submitted to the National Program Committee or their designee through the local council where the individual resides. An Eagle Scout Rank Application signed at the time work was finished can serve as evidence of requirements such as active participation, Scout spirit, or positions of responsibility. Blue cards or other suitable proof of merit badge completion, advancement reports, or troop records may be used for merit badges. Because of their availability on the internet, actual merit badges or sashes are not normally accepted. Only when the application is well-documented and compelling will credentials be released or permission granted for a board of review. Requirements in effect at the time of membership are used.

#### **8.0.3.2 Initiating Eagle Scout Board of Review Under Disputed Circumstances**

A board of review under disputed circumstances is available only for the Eagle Scout rank. It is held at the district or council level. Volunteers from the candidate’s unit are not involved. It is indicated when a unit leader or committee chair does not sign the application, if a unit leader (Scoutmaster) conference is denied, if it is thought a unit will not provide a fair hearing, or if the unit leader or project beneficiary refuses to sign final approval for what might be considered a satisfactorily completed service project. See “Evaluating the Project After Completion,” 9.0.2.13. The process outlined below, for a board of review under disputed circumstances, also applies in councils where Eagle boards of review are already held at the council or district level.

If a unit leader or committee chair does not agree a Scout has met the requirements, then before a board of review is held, he or she should confer with the Scout and the

Scout's parent or guardian and come to an understanding of all viewpoints. Guidance should also be sought from the district or council advancement chair to assure expectations are not more than are actually required. If the leader or chair remains unconvinced, then they may deny approval of the Eagle Scout Rank Application. In this case, the application, along with a letter explaining the reasons for denial and the right to request a board of review under disputed circumstances, is returned to the Scout, or the Scout's parent or guardian who may then choose to request a board of review under disputed circumstances.

In any case, if a Scout or the Scout's parent or guardian has legitimate concern that a unit cannot deliver a fair hearing, one of them may write a letter explaining the reasons and request a board of review under disputed circumstances. The letter is attached to the completed Eagle Scout application and sent with the service project workbook to the council service center. The council advancement chair or staff advisor, or other designated volunteer or professional, should notify the unit leader or unit committee chair that the request has been received, and then guide the process through the council or district advancement committee according to local practices. After the board has met, the unit leader or unit committee chair should be informed of the decision.

It should be rare that a council or district would deny a request for a board of review under disputed circumstances. However, the request may be denied if it is deemed frivolous, or any concerns about the unit's inability to deliver a fair hearing are deemed invalid. In that case, the initial board of review must be held according to local council practices (not under disputed circumstances). If that board decides not to approve, the Scout may appeal the decision (see "Appealing a Decision," 8.0.4.0).

Procedures for a board of review under disputed circumstances, including the option for the Scout or the Scout's parent or guardian to appeal the decision, are the same as for any Eagle Scout board. The members should be well versed in related policies and organized in advance so they can research background and facts. Written statements or telephone interview summaries must be obtained from the unit leader, knowledgeable committee members, a representative of the service project beneficiary (if applicable), and others familiar with the case. Every effort should be made to have balanced representation. Only review-board members and administrators with a need to know may see the evidence.

The board of review is like any other for Eagle, but with extra attention to the concerns at issue. It is also permissible to hold the review via videoconference under the rare circumstances and the requirements found in "Boards of Review Through Videoconferencing," 8.0.1.6. Afterward, all statements, summaries, or notes are sent to

the council and then destroyed once any appeal efforts are concluded. Note that in councils where Eagle boards of review are already held at the council or district level, the time and effort put into researching the background and facts may be the only real difference from a typical board of review.

If a board of review under disputed circumstances approves a candidate, the candidate's application goes through the process as outlined under "The Eagle Scout Rank Application Process," 9.0.1.0. The board must attach a letter to the application indicating it may be processed without the signature of the unit leader or unit committee chair, without the date of the Scoutmaster conference if it had been denied, or without the date of the final Eagle service project signature if that was at issue.

### 8.0.4.0 Appealing a Decision

If a board of review or a board of review under disputed circumstances does not recommend a candidate for rank advancement, only the Scout or the Scout's parent or guardian may appeal the decision to the local council.

#### 8.0.4.1 Filing and Processing an Appeal

*Adverse decisions for Star and Life ranks can be appealed to the local council. Should this occur, the National Program Committee or their designee is available for advice only. Adverse decisions for Tenderfoot, Second Class, and First Class are not appealable. The National Council reviews appeals only for the Eagle Scout rank.*

*All interviews, deliberations, conversations, and related details in summaries and statements are kept confidential to appeals board members and those assigned oversight, such as the designated appeals coordinator or staff advisor. Others' knowledge should be limited to overview information as required for reports to advancement committees.*

1. The Scout should have received communication from the board of review advising actions that could lead to advancement and explaining appeal procedures. If this was not received within two weeks of the denial, the Scout or the Scout's parent or guardian should contact the council advancement chair, staff advisor for advancement, or the Scout executive to request it. To initiate the appeal, the Scout or the Scout's parent or guardian prepares a letter notifying the local council of the appeal, which must be submitted within two months of receiving the letter documenting the denial. It should detail the reasons it is believed the