

## EAGLE CANDIDATE APPLICATION CHECKLIST

Before filing in any part of your application, read the entire form, focusing on the fine print. Important information is given below that will make completing the form easier.

**Make copies of the “Eagle Application Form”, so you can practice filling it out.** Your neatness and precision on the original form will make a favorable impression on your Board of Review. This is **your** application – you fill it out. Submit the original form only – no copies. **It must be printed in color and back-to-back.**

### CHECK LIST

- Name as it is to appear on your Eagle Certificate.
- Complete and correct mailing address – **NO ABBREVIATIONS** except for State.
- Unit type (Troop/Crew), local number, City, State, Zip Code of sponsoring organization.
- Date joined Troop or Crew – must be on or before any badges earned. Your unit has the information
- Date of First Class Rank.
- Date of Star Rank – Must be **four full months** between First Class & Star Boards of Review.
- Answer the “yes or no” questions about Cub Scouting. If you were in Cub Scouting – 5<sup>th</sup> grade answer is “no”
- Date of Birth – **You must** submit your completed application on or before your 18<sup>th</sup> birthday.
- Date of Life Rank – There must be **six full months** between Star & Life Boards of Review.
- **Requirement 2** – Name **must be a person’s name** and cannot be the name of a church, school, etc. **Address must be complete including street, city, state & zip code** so person can be written to or called. (You may abbreviate Rd/St/Ave/PA/NJ) You must include e-mail address (**must be able to read it**) If a person does not have an e-mail address write “N/A” If you are not affiliated with a religious organization your family information must be entered as it is on the line above this (**Not ditto or see above**). **You cannot use** girl friends, relatives, current unit personnel or anyone under 18 years of age “for two other references”.
- **Requirement 3** - Twenty-One (21) Merit Badges earned. List full date when signed by counselor. You must give Unit Number in which badges were earned. If not earned in Minsi Trails Council you must provide the paperwork from previous Council for **ALL** ranks and merit badges. **Cross out** badges not being used in spaces 7, 8 & 10. If you just earned Merit Badges your unit must turn in an Advancement Report with the badges listed on it before you submit the application.
- **Requirement 4** - Must serve at least six (6) full months in an approved position of responsibility in the unit in which you are registered, **between Life & Eagle Boards of Review dates**. Approved positions are listed on the Eagle Application. **“From date” must be on or after Life Board of Review date and final date cannot go beyond date you sign application. You cannot hold two positions at the same time.**
- Eagle Scout Service Project Workbook (neatly completed) is to be included with application.
- **Requirement 5** - Project Name – Who it was done for – what it was – **did you build/renovate/enhance?**
- Project completion date – Must be after Life Rank earned and date the Beneficiary signed/dated book.
- **Requirement 6** - Date Unit Leader Conference held must be on or after date of project completion.
- **See note in box about Ambitions and life purpose statement requirement** (should be meaningful).
- Your signature and date must be on or after date of project completion.
- Unit Leader and Unit Committee Chairman Signatures and dates must be on or after date of Eagle Scout candidate.
- When you have completed all of your requirements and paperwork, prior to your 18<sup>th</sup> birthday, you may send it to Minsi Trails Council, PO Box 20624, Lehigh Valley, PA 18002-0264 **OR** bring it to the Minsi Trails Council Scout Service Center, 991 Postal Road, Allentown 18109, Monday – Friday 9:00 AM – 4:30 PM.