

TROOP 714

LIFE TO EAGLE QUICK REFERENCE GUIDE

The official requirements for the Eagle Scout Rank are contained in your Boy Scout Handbook. The below information is provided as guidance only. Contact your Life to Eagle Coach, the Life to Eagle Advisor or the Scoutmaster if you have questions.

- **Requirement # 1 – Be active in your troop and patrol for at least 6 months as a Life Scout**
 - As soon as you have completed this requirement, schedule a meeting with the Scoutmaster for review and sign-off. See the Scoutmaster if you need further clarification of “active”.
- **Requirement # 3 – Earn 21 merit badges, 12 of which must be Eagle required**
 - See your Boy Scout Handbook for the required Eagle merit badges.
 - You may work on merit badges at any time; before, during or after the other Eagle Rank requirements, including the Eagle Scout Leadership Service Project.
- **Requirement # 4 – Serve actively in a position of responsibility for 6 months**
 - As soon as you have completed this requirement, schedule a meeting with the Scoutmaster for review and sign-off. See the Scoutmaster for clarification of requirements for your position.
- **Requirement # 5 – Complete an Eagle Scout Leadership Service Project**
 - The Eagle Project is designed for you to demonstrate your leadership abilities. Do not underestimate the length of time it will take from start to finish. Get started early!
 - **READ** the Eagle Scout Leadership Service Project Workbook (2008 Printing) and the Eagle Project section of the Atlanta Area Council (AAC) Life to Eagle Guidebook (2005 Printing). Current versions are available at the AAC Scout Service Center.
 - Generate several project ideas that interest you and discuss them with your Life to Eagle Coach and the benefiting organization. Then select one project idea to formally pursue.
 - Keep a detailed diary of all the work you and others do on your project, including names, dates and hours.
 - Complete the Project Details and Project Description sections of the Project Workbook. Follow the guidance in the Project Workbook closely and include a lot of details. Your project write-up must be detailed enough so that another scout could complete it without your assistance. Including your e-mail address on the cover will allow the review committee to notify you electronically of their approval.
 - Review the AAC Guidebook Eagle Scout Leadership Project Workbook Project Approval Checklist.
 - Review your project write-up with your Life to Eagle Coach.
 - Meet with the benefiting organization representative and have them approve your project.
 - Meet with a Troop 714 Committee Member and the Scoutmaster and have them approve your project.
 - Make two (2) copies. Then mail the original and one copy to:
 - (Include a large self-addressed envelope with sufficient postage for the committee to return your copy to you after approval.)
 - Mr. Donald Olds, Chairman
Foothills District Advancement Committee
4203 Newpond Trail, N.E.
Kennesaw, GA 30144-1667
 - Do NOT begin any work on your project until you have received Foothills District approval.
 - After receiving Foothills District approval, follow your project details closely. In order to demonstrate leadership, most of the work on your project should be done by peers (other scouts or friends) instead of adults or family members. If any significant changes to your project are required after approval, you should contact the Foothills District for re-approval.
 - When you have finished your project, complete the Carrying Out The Project section of the Project Workbook. Again, a lot of detail is very important, including photos from during and after your project.
 - Review the Eagle Scout Leadership Project Workbook Project Completion Checklist located in the back of the AAC Life to Eagle Guidebook. Have your Life to Eagle Coach review your Project Workbook.
 - Approvals - The benefiting organization representative and Troop 714 Scoutmaster must review and approve your Project Workbook.

■ **Requirements # 2 - Demonstrate Scout Spirit**

- After Requirements # 1, 3, 4 & 5 are complete, meet with your Patrol ASM for sign-off of Scout Spirit.

■ **Requirements # 6 - Scoutmaster Conference**

- Schedule a Scoutmaster Conference to review and sign-off all previously completed requirements.
- All requirements and the Scoutmaster Conference must be completed before your 18th birthday.

■ **Preparing Your Eagle Scout Paperwork for Atlanta Area Council (AAC) Approval**

- Eagle Scout Rank Application – Use original or printed color version of application (2009 Printing – The BSA National Office will no longer accept Eagle Applications prior to the 2009 printing).
 - o You may NOT use relatives, except for Parent/Guardian, nor Troop 714 scout leaders as your references. However, you may use scout leaders from other units as a reference.
 - o For the optional merit badges, be sure to use the ones shown in your scout records (your Scout Handbook or Troopmaster) against the Star, Life and Eagle ranks.
 - o Use the Eagle Scout Rank Application Checklist found in the AAC Life to Eagle Guidebook.
- Life Ambition and Non-Scouting Positions & Awards Statement
 - o An essay on leadership positions and honors you've received outside of scouting, and your future ambitions. Write at least one paragraph on each topic. One typed page total is a sufficient length.

■ **Eagle Scout Paperwork Approval and Submittal**

- o Review all of your final paperwork with your Eagle Coach.
- o Review all of your final paperwork with the Troop 714 Committee Chairperson. The Chairperson will sign your Eagle Application
- o Make one (1) copy of your Eagle Scout Rank Application, Life Ambition Statement, and Eagle Scout Leadership Service Project Workbook.
- o Review all of your final paperwork with the Troop 714 Scoutmaster. The Scoutmaster will sign your Eagle Application and keep the originals.
- o The Troop 714 Scoutmaster or Records Chairperson will submit your paperwork to the AAC office.
- o The Troop 714 Advancement Committee Chairperson will inform you upon application approval.
- o The Troop 714 Advancement Committee Chairperson will coordinate with you on your preferred Eagle Board of Review date and schedule your Board of Review. They are currently the 3rd Thursday of each month at the Mount Paran North Church of God on Allgood Rd.

■ **Letters of Reference**

- o The five (5) people (or six (6) if you have an employer) listed on your Eagle Scout Rank Application must submit letters of reference on your behalf.
- o The letters must be sent directly to the Troop 714 Advancement Chairperson. You should provide a pre-addressed stamped envelope to all of your references when you request that they write the letter of reference. Put your initials in the lower left corner of the envelope and use the references return address so the Advancement Chairperson will know which scout the letter is for and who it's from.
- o All of your letters of reference must be received by the Advancement Chairperson before you can have your Eagle Board of Review.

■ **Eagle Board of Review Members**

- o The Troop 714 Advancement Chairperson will select three (3) adults to serve on your board of review, one of which will act as the Chairperson. These board of review members may not be the Troop 714 Scoutmaster, any Troop 714 Assistant Scoutmasters, or your relatives or guardians.
- o The Troop 714 Advancement Chairperson can schedule a "preliminary" board of review, if desired. This is highly recommended as it is an excellent opportunity to get to know your board of review members and helps to prepare you for your Eagle Scout Board of Review.

■ **Your Eagle Scout Board of Review**

- o Bring your Scout Handbook and your Eagle paperwork. The Troop 714 Advancement Chairperson will bring copies of your paperwork for the board of review members.
- o You should be in Full Class A Uniform with all of the correct insignia including your Merit Badge Sash with all of your earned merit badges.

GOOD LUCK!