



**Prepared. For Life.™**

## **Five Rivers Council Eagle Process**

1. Once a scout reaches Life Rank, he may begin working on his Eagle Project Planning.
2. All reference materials and required documents for the eagle process can be found on the council web site at [www.fiverivers.org](http://www.fiverivers.org), click on Resources, → Advancement, → Eagle Scout Information.
3. **Read the [Eagle Scout Service Project Workbook](#) and [The Eagle Scout Rank Application](#) in their entirety.**
4. The Scout should obtain a blank copy of the Eagle Scout Rank Application. This application will serve as a working copy to ensure that all required advancements are completed and recorded with the council. The application also provides the seven requirements to become an Eagle Scout. The needed information may be obtained from your Scoutmaster or Unit advancement Coordinator. [They can obtain your individual information by logging into the Internet Advancement website and clicking the “Member Summary” bar then the Scout’s name and “Print,” or by requesting the “Eagle Scout Rank Application - Work Copy Not Verified” from your District Executive.]
5. A Scout is encouraged to contact his District Eagle Chair and troop committee to discuss his proposed project prior to writing the initial plan. This is not required, but may eliminate problems or prevent wasted time on an inadequate project. Contact information for your [District's Eagle Chair](#) is provided at [www.fiverivers.org](http://www.fiverivers.org) under Resources then Advancement.
6. Once a scout has completed the project proposal (Workbook pages 7-12) and fundraising application (when applicable), he should contact those individuals who need to review and sign off on the project. All signatures on the Eagle Scout Service Project Workbook must be obtained before a project can be started. The final signature from the District / Council can be obtained by contacting your [District's Eagle Chair](#).
7. Once the proposal is approved, the next step is to complete the Final Project Plan section (Workbook pages 13-18) and share the detailed plans with the project beneficiary and Scoutmaster **before** beginning work on the project.
8. All advancement requirements and the Eagle Scout project must be completed before the Scout’s 18<sup>th</sup> birthday. The Eagle Scout Rank Application, and completed Eagle Scout Service Project Workbook must be turned into the Five Rivers Council Service Center.
9. Eagle Scout Reference Letters should be obtained from the Five Rivers Council Service Center when the Eagle Workbook and application are turned in. The reference letters are packaged with pre addressed return envelopes. **It is the Scout’s responsibility to distribute the reference letters. Scouts are not permitted to handle or collect reference letters once distributed.**
10. Once all paperwork has been processed by the Service Center, the District Eagle Chair will contact the Eagle Scout Candidate to schedule a Board of Review. The Eagle Scout Candidate should be prepared to wear his full uniform to his Eagle Scout Board of Review.

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