How To Make An Eagle Scout Binder

One way to present your Eagle Scout Rank Application is to assemble all of the information into a 3-ring binder with 8-dividers. Group your application information into six sections, with one divider tab for each requirement on the Eagle application. Use the last two tabs for any scouting, school, or community awards you would like to show to your Eagle Board members.

On top of the first divider put your verified/confirmed **BSA Eagle Rank Application**, an **Advancement Report,** along with your current **Council Personal History Record**. Then behind each tab goes:

Tab 1. <u>Requirement #1</u> – *"Be active in your troop, team, crew or ship for a period of at least six months after you have achieved the rank of Life Scout."*

❏   Your Life Rank card and any other rank cards you have here. If you don't have your rank cards, make a copy of your handbook showing your Life rank board of review date. If you are going to include any Troopmaster activity reports, put them here.

Tab 2. <u>Requirement #2</u> – *"Demonstrate that you live by the principles of the Scout Oath and Law in your daily life."*

❏   Your **Letters of Recommendation** go in this section*.* You may have more than five letters. Remember to put empty sheet protectors here for each letter of recommendation you expect. The District advancement committee will contact your references before your board of review is held.

Tab 3. <u>Requirement #3</u> – *"Earn a total of 21 merit badges (required badges are listed). List the month, day, and year the merit badge was earned."*

❏   In this section put your merit badge cards ("blue cards") in the same order as you listed them on your Eagle application. If you use it, put the one page **Eagle Scout Application Worksheet** here.

Tab 4. <u>Requirement #4</u> – *"While a Life Scout, serve actively for a period of 6-months in one or more of the following positions of responsibility." (see the list on the Eagle Scout Application)*

❏   Put any leadership cards, certificates, or other documents showing your scouting leadership positions here. Or a copy of your signed BSA Handbook showing your leadership positions and dates held.

Tab 5. <u>Requirement #5</u> – *"While a life Scout*, **plan, develop, and give leadership to others** *in a service project helpful to any religious institution, school, camp, community. This project idea must be approved by your Scoutmaster and troop committee and by the council or district before you start.* **You must use the Eagle Scout Leadership Service Workbook, No. 18-927, in meeting this requirement."**

❏   This is where you present your Eagle Project. If you want to use a second binder to hold only your project, put a note here to tell the Board look at your second binder for your project details.

Tab 6. <u>Requirement #6</u> – *"Attach to this 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. Take part in a Scoutmaster conference with you unit leader."*

❏   Put your **Ambitions and Life Purpose statement** and **Scouting Autobiography** in this section. Use your Eagle Scout Personal Data worksheet to help write these.

Tab 7. <u>**(if used)**</u> - Include any special certificates, patches, or awards from scouting you earned here.
Tab 8. <u>**(if used)**</u> - Include any special certificates or awards you earned from school, sports or community here.