

4. For Scouts under the age of 18*, a parent or guardian of the Scout, or two registered BSA adult Scouters who are familiar with these requirements for videoconference boards of review, must be directly present with the Scout at the beginning of the conference. The Scouters may be from the nearest council, district, or unit. Their role is to verify that the Scout is in a safe environment and that the board of review appears to be in compliance with these requirements. Once all the members of the board of review are present on their end of the call and introductions are completed, and the review is about to begin, those with the Scout on his end must leave the room or move out of hearing distance unless they have specifically been approved to remain as observers. See topic 8.0.1.0, "Conducting the Board of Review," for more information.
5. Once the review process has been concluded, if the Scout is under age 18*, his parent or guardian, or two Scouters must rejoin the Scout. Their purpose is to be available to answer any questions that may arise, to join in the celebration of the Scout's accomplishment, or to be party to any instructions or arrangements regarding the appeals process or the reconvening of an incomplete review. Once this is done, the board members end the call and sign off.
6. Videoconference boards of review must not be recorded.

Boards of review under disputed circumstances and appeal boards may be conducted via videoconference under the same rare circumstances and the requirements listed above.

**With his parent's or guardian's permission, a minor may participate in a videoconference board of review unaccompanied by adults.*

8.0.2.0 Particulars for Tenderfoot Through Life Ranks (or Palms)

The preceding applies to boards of review for all Boy Scouting ranks, but there are a few differences for the ranks other than Eagle, and for Eagle Palms:

1. The board is made up of three to six unit committee members—no more and no less. In units with fewer than three registered committee members available to serve, it is permissible to use knowledgeable parents (not those of the candidate) or other adults (registered or not) who are at least 21 years of age and who understand Boy Scouting's aims. Using unregistered adults for boards of review must be the exception, not the rule. Registered committee members familiar with the unit program, who have had a background check, and who are Youth Protection trained are preferred. Scheduling boards of review when and where committee members can attend usually alleviates the problem of not having enough committee members for a board.
2. For a Varsity Scout team, the committee member responsible for advancement, the advancement program manager (youth), and the Coach serve on the board. Composition for Boy Scout rank or Palm boards of review held in Venturing crews or Sea Scout ships is the same as that for Boy Scout troops.
3. One member serves as chair. The unit committee decides how he or she is chosen. The chair conducts review meetings according to BSA procedures and reports results to the unit advancement coordinator.
4. The location should be comfortable, such as the unit meeting place, a camp, or a leader's home.
5. The review should take approximately 15 minutes, but not longer than 30 minutes.
6. Ranks and Palms shall not be presented until the signed advancement report is submitted to the local council.
7. If a Scout is to be reviewed for more than one rank (Tenderfoot, Second Class, or First Class), each rank should have a separate board of review. While these boards may be conducted on the same date, it is preferred—if feasible—that different members be involved on the boards to give the young man an enhanced experience and an opportunity to interact with a variety of adults.

8.0.3.0 Particulars for the Eagle Scout Rank

The particulars below pertain only to the Eagle Scout rank.

1. Council advancement committees must determine—and make known—method(s) for conducting Eagle Scout boards of review: whether unit committees or the council or district advancement committees administer them, and also how board chairpersons are selected.
2. If conducted at the unit level, at least one district or council representative must serve as a member. If the unit requests it, more than one may do so.
3. There shall be no fewer than three and no more than six members, all at least 21 years old. They need not be on an advancement committee or registered with the Boy Scouts of America, but they must have an understanding of the rank and the purpose and importance of the review. This holds true for Eagle boards of review held in any unit, whether troop, team, crew, or ship.
4. A board of review shall not occur until after the local council has verified the application.

5. The chair works with all involved parties to schedule the date, time, and place. Eagle boards are often held in more formal settings than a home or troop meeting site.
 6. A board of review must not be denied or postponed due to unresponsive references. See "References Contacted," 9.0.1.7.
 7. If a unit leader or unit committee chair fails to approve an application, the candidate is still granted a board of review, but the lack of approval may be considered 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 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 certificate is received at the council service center from the National Advancement Team.
2. To hold a board beyond six months after the 18th birthday, the candidate, his parent or guardian, the unit leader, or a unit committee member must petition the National Advancement Team for authority to do so. The request must explain the reason for the delay, and it must be processed through the local council and sent to the National Advancement Team with a copy of the application. A position statement from the Scout executive, designee, or council advancement committee must be included.
 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 the BSA membership eligibility rules in effect at the time, then a board of review may be requested. In any case, all requirements must have been completed before age 18. Using the Belated Eagle Scout Application, No. 512-076 (see 11.3.0.0), evidence of completion must be submitted to the National Advancement Team 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, 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 documentation is verified as complete and compelling shall credentials be released or permission granted for a board of review. Requirements in effect at the time of membership are used, but regardless the practices of the day, all must have been accomplished by age 18.

An Eagle Scout board of review shall 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, within three months after a Scout's 18th birthday. If a board of review is to be held three to six months afterward, the local council must preapprove it. To initiate approval, the candidate, his parent or guardian, the unit leader, or a unit committee member attaches to the application a statement explaining the delay.

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 his parents 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 is returned to the Scout or his parent or guardian, who may then choose to request a board of review under disputed circumstances.

In any case, if a Scout or his 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 his 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, his 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 his parent or guardian may appeal the decision to the local council.

Adverse decisions for Star and Life ranks can be appealed to the local council. Should this occur, the National Advancement Team is available for advice only. Adverse decisions for Tenderfoot, Second Class, First Class, and Eagle Palms 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.

8.0.4.1 Filing and Processing an Appeal

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, the Scout or his 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 his parent or guardian prepares a letter notifying the local council of the appeal. It should detail the reasons it is believed the Scout met all the requirements and should not have been denied. The letter is sent to the council service center, to the attention of the council advancement committee. The communication from the board of review mentioned above should be attached.
2. To assure all appeal requests are handled consistently throughout the council, they are first routed to the council advancement committee.
3. The council advancement committee, through its chair or a designated member or its staff advisor, coordinates the appeals process. This designated appeals coordinator's primary role is to get the paperwork in the right place and orient and guide those who will hear the appeal.
4. The council-designated appeals coordinator routes a copy of the request to the district or council advancement committee according to local practices. It is recommended that appeals of a unit decision go to the district, and those elevated from a district go to the council. This allows an additional step before the National Advancement Team is involved.
5. For appeals heard by a district, the district advancement chair and district staff advisor (usually the district executive) must agree on appeal-board members. The council advancement chair and staff advisor have the authority to approve them (or to call for different members) should they believe this action will lead to more equitable appeals consideration.
6. If the appeal is to be heard by the council, then the council advancement chair and staff advisor must agree on appeal-board members.
7. There shall be an odd number of appeal-board members—either three or five. A board chair may be one of these voting members, or serve additionally with no vote. All must be objective volunteers with thorough knowledge of advancement and appeals procedures. No individual who served on the original board of review or appeal board shall serve on a subsequent district or council appeal board for the same Scout. The council-designated appeals coordinator may be present and provide advice.

No other guests, including the candidate's parents or guardians, are allowed. If the Scout is being interviewed, and the parents insist on attending with him, see "Conducting the Board of Review," 8.0.1.0.

8. The appeal-board meeting may be held via videoconference under the rare circumstances and the requirements found in "Boards of Review Through Videoconferencing," 8.0.1.6.
9. An appeal board is not another board of review. It focuses only on the issues that brought about rejection at the lower level(s). A majority is sufficient for a decision.
10. If an appeal is rejected at the district level, the Scout or his parent or guardian may appeal to the council advancement committee.
11. If a council-level Eagle Scout board of review or appeal board rejects a candidate, then he or his parent or guardian may appeal through the local council to the National Advancement Team.
12. A decision at any level that finds in favor of a Scout shall be final. Units, districts, and councils are not allowed to appeal them. Similarly, decisions for rejection delivered through the National Advancement Team are final. For rulings in favor of a Scout, the date of the original board—not the appeal board—is the effective date of advancement.

8.0.4.2 Appeal Board Must Research the Case

To allow time to research background and facts, appeal-board members must be organized in advance. Written statements or telephone interview summaries are obtained from those with pertinent knowledge of the case. These individuals might include the unit leader and assistants, parent(s) or guardian(s), unit committee members, and, as applicable, a representative of the chartered organization or Eagle service project beneficiary. Every effort should be made to have balanced representation. Only appeal-board members and administrators with a need to know may see the evidence. If a face-to-face meeting with the Scout is impractical, extra care should be taken to collect information from his perspective. After the meeting, any notes are filed with the council and destroyed once the appeal is resolved. A written report setting out the details of the appeal and the reasons for the decision shall be prepared and forwarded to the council Scout executive. A copy is sent to the Scout who brought the appeal.

Appeals forwarded to the National Advancement Team are processed through the local council. A designated appeals coordinator combines, into a packet, the Eagle Scout application and service project workbook (if at issue); all letters, statements, and interview summaries; and any reports or minutes from the original board of review and appeal board(s) held; and a cover letter from the Scout executive (not designee) briefly summarizing the facts and stating the council's position.

8.0.5.0 Venturing Boards of Review

The topics below cover board of review procedures that apply to the Venturing Discovery, Pathfinder, and Summit awards. They are followed by 8.0.6.0, "Particulars for the Discovery and Pathfinder Awards," and 8.0.7.0, "Particulars for the Summit Award."

8.0.5.1 Purpose and Timeliness of Venturing Boards of Review

After completing the requirements for the Discovery, Pathfinder, and Summit awards, Venturers appear before a board of review. They must not be denied this opportunity. The purpose is to review the quality of the candidate's experience, and through discussions and stories about the fun, adventure, and benefits of Venturing, to decide whether the Venturer has fulfilled the requirements for the award.

8.0.5.2 Conducting the Venturing Board of Review

Upon completion of the Adventure, Leadership, Personal Growth, and Service requirements, a Discovery, Pathfinder, or Summit award candidate participates in an Advisor conference. Then a board of review is scheduled.

The Venturing Advisor conference is conducted under the same general policies and procedures as the Boy Scouting Scoutmaster conference. See 4.2.3.5, "Unit Leader (Scoutmaster) Conference." For example, a conference required for an award must not be denied, and the conference is neither a retest of requirements nor a pass or fail event. In Venturing, however, the conference takes place after all the other requirements for an award have been fulfilled.

The board of review chair works with all involved parties to set the date, time, and place of the review. The place may be at the crew meeting site or another convenient and comfortable location.

The crew Advisor, associate Advisor, or a member of the crew committee should coach the Venturers ahead of time on boards of review to ensure the reviews are enjoyable

experiences devoted to discussions and stories about activities and adventure. Each review should be an opportunity to take pride in accomplishments and to recount the events and activities in which the candidate has participated. This is the best way for the board members to hear what they need to hear about the quality of the experience and how the Venturer fulfilled the requirements. The stories may also inspire ideas for more fun and adventure in the future that will help crew officers improve the program.

Crew committee members, Advisors, associate Advisors, or other adults who may be present at a Discovery or Pathfinder board of review have a role different from what they do in Boy Scouting. The adults are not members of the Discovery and Pathfinder boards, and are not there to ask the questions. They are there to answer them, and to provide coaching, guidance, and perspective. It is up to the Venturers to guide the discussion and the subject matter of the discussions and stories. To assure their complete understanding, all adults present at Venturing boards of review should study the Venturing Board of Review Guide, No. 512-940, found at www.scouting.org/advancement, and complete the Venturing Awards and Requirements Training once it is released.

"Boards of Review Through Videoconferencing," 8.0.1.6, also applies to Venturing.

8.0.5.3 What Should Be Discussed at a Venturing Board of Review

A Venturing board of review shall become neither a retest or "examination" nor a challenge of a Venturer's knowledge. Instead, it uses an approach involving discussions and stories about the fun, adventure, and benefits of the program.

After their adventures, it is natural for young people to want to tell the world about what they have done. A board of review gives Venturers an opportunity to relive the thrills, their accomplishments, and lessons they have learned—and to get excited about them all over again! In listening to these stories, the board of review will uncover how the candidate achieved the award requirements, gaining insight into not only the participant's progress and growth but also the unit's program.

The board should try to touch on each of the elements in the ALPS model (Adventure, Leadership, Personal Growth, and Service). The questions and guidance examples found in the Venturing Board of Review Guide, No. 512-940, will help the members bring out the desired stories and discussions, but they are free to come up with their own approach based on the case at hand.