EL CAMINO REAL DISTRICT
EAGLE SCOUT RANK APPLICATION CHECK LIST

1. **Make copies of the front of your merit badge blue cards** (only the cards that appear on the application). You should have 21 cards copied in this packet. If you have a missing blue card contact me for alternate instructions. (Do not turn in the original cards – only the copies)
2. **Make a copy of pages 1 and 5-13 from your Eagle Scout Leadership Service Project Workbook** (Turn in the copy – keep the original) with all the proper signatures completed. Please make sure that you are using the most current copy dated 2003 (It has the picture of the scout with the scout sign on the front cover). (You will need to put together a notebook with the pictures of the project, etc. and bring it the night of the board of review). Include a copy of your tour permit.

3. Fill out the original Eagle Scout Application that is dated April 1, 1999. **Applications dated before 4/1/99 cannot be used**. (this application has Safety as a required Merit Badge not Personal Fitness).

    1. Hand print **in your own writing** all information on the application and make sure that it is legible and neat.
    2. Make sure all dates are correct and complete. Add your email address to your packet.
    3. **Make sure that the dates listed in Requirement #3 are the same dates that are shown on your Blue Cards.**
    4. Make sure that all of the requirements were completed **prior** to your 18th birthday.
    5. Make sure that your leadership **requirement #4** is correct, based on the type of unit you are in (Troop, Team or Crew) and that the position took place after your Life Scout Date.
    6. Make sure that all required signatures are complete **(must be the current registered leader's signatures on the application).**
    7. All rank dates must be correct and filled out completely. For Star rank you needed four required merit badges and two additional merit badges for a total of six badges. For life you needed an additional 3 required merit badges and an additional two for a total of 7 required badges and four additional badges.

4. **Include 2 advancement report forms** (available from your troop Advancement Coordinator or the Scout Shop- Item # 34403B) **and $1** for the Eagle Board of Review certificate.

5. **Do not use a binder when submitting this information.** Please use a large envelope or file folder to submit your forms. Deliver or mail to:

    Mr. Rich Galpin
    41 Pepperwood
    Aliso Viejo, CA 92656

    Phone: (949) 362-2767 office
    (949) 289-1423 Cell
    email: richgalpin@cox.net

    There is a special plastic box on my front porch for dropping off your materials when I am not available.

6. Please re-check your dates and information to be sure of accuracy. Review it with your Eagle Advisor.

7. Read requirement #6 on the Eagle Application and include your statement with this packet.

8. Your **three (3) letters of reference on BSA forms** (teacher, religious leader, and friend or employer) should be sent to the address shown above, **NOT to your unit, yourself nor Orange County Council.**

Please follow these steps to insure proper processing of your Eagle Application. If you have any questions please email or call me.

Mr. Rich Galpin

Updated 8-12-2007