

## How to Request an Eagle Scout Time Extension Due to COVID-19

The BSA National Advancement Team has announced a TEMPORARY advancement policy change during the current COVID-19 emergency. Until September 30, 2020, local councils are authorized to grant a three-month extension of time to Life Scouts who are prevented from completing Eagle Scout rank requirements before their 18th birthday due solely to COVID-19 disruptions.

### Procedure

1. With help from your unit leaders, consider your situation carefully to determine if an extension is needed to complete Eagle rank requirements before your 18th birthday.
2. Check your BSA advancement record to be certain it is up to date. Request that your unit leaders report any advancement work that has not yet been reported to the council.
3. Use the attached form to request an Eagle Scout Time Extension Due to COVID-19.
4. After carefully reading the statement in Part A, complete the form and sign/date it.
5. Complete Part B indicating current progress and remaining work on your Eagle service project.
6. Complete Part C to note any merit badge requirements that will be delayed due to COVID-19.
7. Scan the entire form (Parts A, B, and C) and email to [mpurdy@crossroadsbsa.org](mailto:mpurdy@crossroadsbsa.org) and [advancement.cac@gmail.com](mailto:advancement.cac@gmail.com). In the subject line of your email, include "EAGLE SCOUT TIME EXTENSION DUE TO COVID-19 – Your Name".
8. Retain a copy for your records.
9. If you are unable to submit a request electronically, send it by first class mail to Crossroads of America Council, Attn: Eagle Scout Rank Time Extension, 7125 Fall Creek Road North, Indianapolis, IN 46256. Please understand that there may be a time delay in accessing requests submitted by mail.
10. You will be notified by email that your request has been received.
11. While your request is being considered, you should continue to work on any remaining requirements to the best of your ability consistent with safety and current regulations.
12. The Council Advancement Committee will evaluate your request and decide whether an extension will be granted. This will be done as quickly as resources allow.
13. A response will be emailed to the you and your unit to inform you whether the extension has been granted. If so, the effective dates of the time extension will be clearly indicated.
14. The written notification that an extension has been granted must be attached to your Eagle Rank Application form when it is submitted for your Eagle board of review.
15. To continue working on any rank requirements past age 18, the candidate must register as an adult (position UP – Unit Participant), sign a background check authorization, and complete Youth Protection Training.
16. If an extension is not granted, a clear explanation will be provided and your options for recourse will be explained.

# **(A) Request for Eagle Scout Time Extension Due to COVID-19**

To the Crossroads of America Council Advancement Committee:

I am a Life Scout who is currently registered in this council, and I believe that the effects of the COVID-19 coronavirus epidemic will prevent me from completing advancement to the rank of Eagle Scout before my 18th birthday. I am continuing to work on those requirements that can be completed under the current conditions, but some cannot be done without violating the current health guidelines. I have a clear plan for continuing with those requirements when conditions allow, and I will continue to develop that plan.

I am hereby requesting a time extension to finish my advancement to Eagle rank. I understand that if approved, this extension will allow me three months after my 18th birthday to finish all requirements for the Eagle rank (not including the board of review). I have also filled out and attached Parts B and C to describe the major requirements of my unfinished service project and any merit badges that remain to be completed when conditions permit.

I also understand that when I turn 18, I need to register with as an adult Scouter (position code UP – Unit Participant), sign a background check authorization, and complete Youth Protection Training to continue work on my advancement.

**PLEASE PRINT CAREFULLY – ACCURACY MATTERS!**

Candidate's Full Name		BSA ID Number *	
* YOUR BSA ID NUMBER IDENTIFIES YOU UNIQUELY. SEE YOUR MEMBERSHIP CARD OR ASK YOUR UNIT LEADER.			
Council		District	Unit
Date of Birth	Date First Joined Scouts BSA		Life Scout Board of Review Date
Candidate's Email		Parent's Name and Email	Parent's Phone #
Unit Leader's Name		Unit Leader's Email	Unit Leader's Phone #
<input type="radio"/> My online advancement records have been checked and are completely up to date.			
If any other facts about your Eagle advancement should be considered, please enter them in this space.			
On my Honor as a Scout, I affirm that the information in this request is correct to the best of my knowledge.			
_____ Signature of Applicant		_____ Date of Application	

Similar extensions are available for Venturers and Sea Scouts. Contact the council for details.

## **B** Service Project Details for Eagle Scout Time Extension Request

In the current epidemic situation, you may have difficulty getting your Eagle Scout Service Project completed on time. This could be for many reasons, including access to certain areas or equipment, availability of materials and tools, ability to work with other people, or availability of a service project coach.

In the spaces below, indicate your progress through the phases of service project completion, including fundraising if that will be necessary. Also estimate how much extra time is likely to be needed when conditions improve.

If there are any other facts about your service project that you need to explain, please use the additional space below.

Have you already completed an Eagle service project?	<input type="radio"/> YES <input type="radio"/> NO
Has the completed project been approved by the beneficiary and your unit leader?	<input type="radio"/> YES <input type="radio"/> NO
If so, attach the page from your workbook with final approval signatures, and skip the next section.	
Have you submitted a project proposal that has been approved?	<input type="radio"/> YES <input type="radio"/> NO
Do you plan to work with a service project coach?	<input type="radio"/> YES <input type="radio"/> NO
Do you have commitments for funding of your service project?	<input type="radio"/> YES <input type="radio"/> NO <input type="radio"/> NOT SURE
Will you need to do fundraising to complete your project?	<input type="radio"/> YES <input type="radio"/> NO <input type="radio"/> NOT SURE
If you plan to do fundraising, how much money do you need to raise? \$	<input type="radio"/> NOT SURE
Before this situation, on what date did you expect to complete your project?	
How many extra days will you need to complete your project when that is possible?	
Explain briefly the scope of your project and the specific reasons it is delayed by current restrictions. Attach a copy of your project proposal if available.	



## Merit Badge Details for Eagle Scout Time Extension Request

In the current epidemic situation, you may have difficulty completing some requirements to earn merit badges needed for the Eagle rank. This could be for many reasons, including access to certain areas or equipment, availability of materials, ability to work with other people, or availability of a merit badge counselor.

In the spaces below, enter each merit badge and specific requirement that you are unable to complete in the conditions expected in this epidemic situation, such as isolation from other people and closing of facilities that that would normally be available. Briefly explain how these obstacles prevent you from completing requirements.

Also estimate how much extra time is likely to be needed when conditions improve.

Use as many copies of part B as you need to explain these merit badge barriers.

Merit Badge:	Requirement #:
Briefly explain how the coronavirus situation has prevented your timely completion of this requirement:	
Before this situation, on what date did you plan to complete this requirement?	
How many extra days will you need to complete it when that is possible?	

Merit Badge:	Requirement #:
Briefly explain how the coronavirus situation has prevented your timely completion of this requirement:	
Before this situation, on what date did you plan to complete this requirement?	
How many extra days will you need to complete it when that is possible?	

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