

# Eagle Scout Application & References

## Changes to Eagle Scout Rank Application Form and Eagle Scout References and Letters of Recommendation Process

Effective January 1, 2025 for Tecumseh Council, Scouting America

### Summary

The Eagle Scout Rank Application form 512-728 has been updated as of January 1, 2025. Please use the new form for any new Eagle Applications. Applications already in routing do not need to be re-done and re-signed. Also note that the method of obtaining reference letters has changed (see below).

Please see the 2025 Guide to Advancements and the new Eagle Rank Application found at [www.scouting.org/advancements](http://www.scouting.org/advancements). **Each Council specifies the details of obtaining and handling the letters of reference. This is spelled out in the sections below.**

### Background

#### Quote from updated Guide to Advancements (see section 9.0.1.7)

“The Scout is responsible for requesting references from the four people listed on the application—this is a valuable life skill. **Councils choose the method (letter, email, online form, etc.) and where submitted.** Electronic submissions are allowed only if confidentiality at all stages is guaranteed. Requested references may be returned to the Scout in a sealed envelope, or sent to a designated unit, district, or council adult for safekeeping until the Eagle Board of Review. If after diligent effort four recommendations are not received, the board of review can go forward without them. If the Scout chooses to go forward, the board may ask about their efforts, but may not deny advancement based only on lack of references.

Completed reference responses of any kind are the property of the council and are confidential, and only review-board members and those officials with a specific need may see them after the board. **The responses are not to be viewed by or returned to the Scout.** Doing so could discourage the submission of negative information. Those providing references do not have the option of waiving confidentiality. Once a review has been held, or an appeal process conducted, responses must be returned to the council, where they will be destroyed after the Eagle Scout credentials are released or the appeal is concluded. In Scouts BSA, advancement references are required only for Eagle Scout rank.

**The council determines methods of contact.”** (end quote)

## Eagle Scout Reference Letters Process

Effective January 1, 2025 for Tecumseh Council, Scouting America

[Eagle Scout Reference Letter.pdf](#)

- **The Eagle Scout Candidate** is now responsible for obtaining/expediting the reference letters from the four (4) people listed on the Eagle Application. The Scout may not begin obtaining the reference letters until **after** the Scoutmaster has signed the Scout's Eagle application.
- **Who can be a reference?** Cannot be the Scout Unit leader, Committee Chair, Asst SMs. A Parent or Guardian as a reference is strongly discouraged. Allowed individuals: Religious leader/teacher, Work Supervisor, long time Neighbor(s), Teacher(s), Sports Coach(s), Leader of Scout's other Organization (4H, FFA, etc.). Discuss with your Unit Leader if you have trouble finding enough references.
- Scouts must either A) physically give the reference individual the form (with envelope) or they can B) send them a blank electronic version through email. See further instructions below. A blank Reference form and transmittal sheet is attached below. You may download an e-copy at [Tecumsehcouncil.org](http://Tecumsehcouncil.org).
- Letters of recommendation are to be: A) USPS mailed in a sealed envelope to the Scoutmaster directly from the reference, or B) emailed directly to the Scoutmaster (with no cc's), or C) handed to the Scoutmaster in a SEALED envelope with the reference individual's signature across the flap opening. A combination of the above may be used.
- The Scoutmaster will open the letters. Any negative letters shall be discussed with the Eagle Board Chair and other appropriate individuals BEFORE scheduling the Board of Review.
- The Scoutmaster shall coordinate with the Eagle Board Chair on A) have enough reference letters been received and B) how the letters will be brought to the Eagle Board of Review. Letters must be secured by the Scoutmaster (or designee) at all times. The Scout and/or parents, relatives, etc. are NOT to view the references.

Reference letters are only to be viewed by the Scoutmaster, Eagle Board of Review Chair and Eagle Board Members.