

## 9.0.4.2 Appealing a Time Extension Denial

A Scout or his or her parent or guardian may appeal the denial of a request for an extension of time to earn the Eagle, Quartermaster, or Summit rank. An appeal may be initiated by notifying the local council staff advisor for advancement or other council designated advancement administrator via letter or email. The council advancement committee is then obligated to assist and coordinate the appeal effort.

The three tests a council is to apply in evaluating a request for an extension are covered in the *Guide to Advancement*, 9.0.4.0. The process for investigating and approving or denying them are discussed in 9.0.4.1.

There are two reasons for a council to deny an extension request: (1) if it cannot be established that an extension is warranted according to the three tests covered in 9.0.4.0, or (2) if a Scout who meets the three tests requires more than six months. Note that council authority is limited to six months because it has been established that only rarely do circumstances warrant a longer extension.

### **The council's role:**

Members of the council advancement committee, in conjunction with the Scout executive, complete the form, "Appeal of Extension Request Denial" (see appendix, 11.2.1.00). The form calls for the following:

- Copy of fully completed form "Request for Extension of Time to Earn the Eagle Scout Rank." See *Guide to Advancement*, appendix, 11.2.0.0 (the nationally recommended form for initiating an extension request). A council's own extension request form may be submitted instead, as long as it includes the same information.
- An update on any requirements yet to be completed if additional work on advancement is not reflected on the above form.
- Copies of all statements, interview notes, and any other information collected throughout the extension request and review process, either from the Scout or from others who have knowledge of the case.
- Statement explaining the council's reason for denial.
- Copy of denial letter sent to Scout.
- Printout of the current BSA Person Listing for the Scout.

### **Timing**

Timing is critical. Councils should submit appeals to the National Council within two weeks of receiving notification of the appeal. Scouts should not be expected to wait for long periods of time while council advancement administrators support the appeal effort.

### **Signing, formatting and submitting appeal to the National Council**

The Scout executive or designee must review the Scout's case along with the form, "Appeal of Extension Request Denial," and any accompanying documentation. The Scout executive then signs the form, certifying it is complete and correct to the best of his or her knowledge.

The entire appeal packet must be scanned into one PDF document and emailed to [advancement.team@scouting.org](mailto:advancement.team@scouting.org).