

# Boards of Review

1. Boards of Review will not take place on the same night as your Scoutmaster Conference. You may not request more than 1 Board of Review at a time.
2. Scouts will request a Board of Review 1 week in advance. (See above exclusion.)

The last BOR before a Court of Honor will be 2 Tuesdays before the COH. Add the 1-week request leadtime – last date to request BOR before Court of Honor is 3 Tuesdays before the Court of Honor date.

Scout will read and sign the Board of Review Registration form. This form will list all of the things the scout will need to do on the night of his board. A portion of the form will be given to the scout as a reminder slip for his Board of Review date.

Scout will give his Scout Handbook to the Advancement Chair to have his records updated at that time he is registering for a Board of Review.

The scout should have **all** information/sign-offs required for that rank already entered in his book. The requirements that are tracked by Troopmaster software will be validated by the Advancement Chair -NOT entered and signed off by the Advancement Chair. The scout should be tracking those requirements and getting sign off before requesting a BOR. Do NOT hand the Advancement Chair a book that is missing dates and/or merit badges earned for that rank; the book will be handed back for the scout to get the sign offs.

Advancement Chair will return the handbook to the scout after the records are updated by the end of that meeting.
3. During the next week, Advancement Chair will:

Prepare BOR package(s) for each scout on the roster.

Package will include:

  - BOR report for Scout(s) from TroopMaster.
  - Appropriate rank related questions.
  - Additional BOR questions.
  - Advancement Report (Form 34403B)
  - Agreement For Continued Growth
  - Contact committee members to sit on the Board of Review.
4. During the week, the scout should study topics covering requirements for this rank and all lower ranks as well as Scouting history.
5. On BOR night,

The Scout registered for a BOR will present himself to the Advancement Chair no later than 7:15 pm. Boards of Review need to start quickly in order to be finished before the end of the meeting.

Scout shall be in Class A uniform that will include, at a minimum:

  - Class A khaki shirt – clean, neat and tucked-in with current rank badge on left pocket.
  - Neckerchief and slide.
  - Merit badge sash, if the rank required merit badges, with presented merit badges attached to the sash.
  - Correct insignia. Current rank, current leadership position patches, etc. All insignia will be in the correct location on the shirt. If necessary, request a uniform inspection guide for correct placement.
  - Pants. Preferably official BSA pants. The official BSA pants are required for Life and Eagle Boards of Review. Optional long pants of a plain color with no advertising or team logos. Absolutely no athletic/team type shorts or pants.

The scout will hand his Scout Handbook over to the Advancement Chair at the very beginning of the meeting. The book is how the Board knows the scout is here and ready. It will be added to the BOR package and sent in to the board. The book will be returned to the scout by the end of the meeting.

If you are not on the BOR list for that meeting, do not ask for a BOR for that night – it won't happen since sections 2 thru 3 will not have been done.

The Advancement Chair, or a Board member, will call each Scout in turn for his BOR.

  - The board will ascertain that the scout has indeed learned the required material for the rank,
  - Each board member will sign the BOR Report for the scout and the Advancement Report and initial/date the Scout Handbook.
  - If the scout is not ready to advance, the board will fill out the Agreement for Continued Growth.
  - When the board is concluded, the BOR package will be returned to the Advancement Chair.

The Advancement Chair will enter any data from the Board of Review in each scout's record.
6. Boards of review may be called for reasons other than advancement. For example, a Disciplinary Board may be called for behavioral issues.
7. The Advancement Chair will take Advancement Report to Council and purchase the required items.
8. Rank advancement recognition and the rank badge will be presented to the scout at the next regular scheduled troop meeting.

