

11.2.1.0 Appeal of Extension Request Denial

Date: _____ *Please print legibly*

Should a Scout or his or her parent or guardian decide to appeal the denial of a request for an extension of time to earn the Eagle, Quartermaster, or Summit rank, the council is responsible for assisting and coordinating the effort. Members of the council advancement committee, in conjunction with the Scout executive, complete this form and then scan it with all the documentation described below into one PDF. This single PDF must be emailed to advancement.team@scouting.org.

Scout's full name _____ PID# _____

Council name _____ Council No. _____

Familiarity with the *Guide to Advancement* topics on extensions is essential:

9.0.4.0 "Time Extensions"

9.0.4.1 "Process for Requesting and Reviewing a Time Extension" *[Pay special attention to items #4 and #5.]*

9.0.4.2 "Appealing a Time Extension Denial"

Attach the following documentation:

- A statement from the Scout or their parent or guardian explaining why the council's decision should be reversed and the extension granted.
- Copy of fully completed form "Request for Extension of Time." See *Guide to Advancement*, Appendix, 11.2.0.0. This is 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 extension request form referenced in the previous checkbox.
- 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.
- Detailed 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.

Please provide names and contact information for the following:

Position or Relationship	Name	Preferred Phone	Email Address
CAC* chair			
CAC staff advisor			
Unit leader			
Parent or guardian			

**Council advancement committee*

Scout executive certification

I have reviewed this Scout's case for an appeal, along with this form and accompanying documentation. I certify that it is complete and correct according to what is known about the case.

Scout executive name: _____

Signed: _____

Date: _____

Scan all documents into one PDF document and email to advancement.team@scouting.org.