

Troop 616 Guide to Advancement & Boards of Review

=====Instructions to Scouts for Rank Advancement=====

- 1) **Complete rank requirements**
 - a) Make sure that all requirements are signed off in Boy Scout handbook.
- 2) **Email t616advance@gmail.com** to request database reports
 - a) Print out *both* reports; 1) History, and 2) Participation
 - b) Review history report to make sure that *all dates* from the Boy Scout handbook are entered on the reports and are correct. If dates are missing or wrong, write them in.
- 3) **Call Scoutmaster Mr. Honeycutt** or an ASM to schedule a Scoutmaster Conference
 - a) If you are advancing to Star, Life or Eagle, you must contact Mr. Honeycutt.
- 4) **Call Mrs. Hayes** at (619) 838-9713 or talk to her in person at a meeting to schedule your Board of Review (BOR)
 - a) Note that BORs are held during Wednesday troop meetings.
 - b) Do not wait until the last minute to schedule a BOR as we may not be able to fit you in! It is your responsibility to plan in advance!
 - c) Scoutmaster conferences need to be completed *before* you call to schedule your BOR.

=====The Board of Review=====

- 1) **Attend the BOR in full uniform.**
 - a) This is your Class A uniform and includes sash, all current badges (merit badges, patrol patch, leadership position patch), socks & belt.
 - b) Be sure to bring your Boy Scout handbook and your reviewed database printouts.
 - c) If you do not have all of these items, you will be asked to reschedule your BOR.
- 2) **Select another scout to introduce you to the BOR committee members.**
 - a) When performing introductions, the introducer will introduce himself by his name and then introduce you by name and the rank you are being tested on.
 - b) He will then introduce the members of the BOR by their names. Example: "Hello. My name is Luke Skywalker and I would like to introduce William Shatner who is going for the rank of 2nd Class. William, this is Mr. Vader, Mr. Valdemort and Miss Amidala".
- 3) **You are expected to know the following:** (The requirements for preparation for the BOR vary depending on the rank)
 - a) The Boy Scout oath, motto, law, slogan, and outdoor code as well as all the parts of the emblem. All the parts of the scout uniform, which includes knowing the names of all patches, what they represent, and how they are earned.
 - b) The requirements specific to your rank that have been signed off on.
 - c) The meaning and examples of leadership, your scouting experience and ideas for improvement for both yourself and the troop.
- 4) **Upon successful completion of the BOR, the Committee Members will sign your scout handbook and keep your database printout for entry into troopmaster.**
 - a) You should let someone in the youth or adult leadership at the meeting know right away, so that you can be recognized immediately during our closing ceremony at that meeting.
- 5) **The Advancement Chair inputs information into the database and purchases the rank badge and merit card.**
 - a) The badge and card will be distributed at the first Troop meeting of the month. The pin is presented to the Scout at the next Court of Honor.