



# Appealing a Time Extension Denial

Guide to Advancement Section, 9.0.4.0

## Two Reasons for the Council to Deny or Can Not Approve an Extension Request

1. Cannot be established that an extension is warranted according to three tests below:

**Test # 1:** The member joined or rejoined (or became active again after a period of inactivity, or became refocused on advancement after a period of inattention) in time to complete all requirements before turning 18.

**Test # 2:** Through no fault or choice of the Scout, an unforeseen circumstance or life-changing event with severe consequences has come to exist that now precludes completion of the requirements before the deadline. Examples include, but are not limited to, a hospital stay, disabling injury, significant personal or family incident or issue, natural disaster, severe unseasonable weather, or the actions of others (see below, "Misinformation from adults in positions of authority"). If the circumstance is health related, it should have been unforeseen and of recent onset, or a complication or intensification of an ongoing issue.

**Test # 3:** The circumstance is beyond the control of the Scout, could not have been anticipated or planned for, and did not or cannot be resolved in time to complete the requirements.

2. Council can not approve an extension request for more than 6-months

## Submit an Appeal

### Only Scout or parent/guardian may submit an appeal to council

- The appeal is initiated by notifying TFC council via letter or email to:
  - TFC Advancement Committee Chair and
  - TFC Eagle Scout Processor
- The appeal needs to include a (a) statement explaining why the council's decision should be reversed or granted and (b) Scout parent or guardian and unit leader name, phone number, and email.



## Council Review

- Council advancement committee in connection with Scout Executive complete form 'Appeal of Extension Request Denial' and assemble the package of documents and submit to National. Since timing is critical this should be done within two weeks of receiving the appeal request.
  - 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.
  - 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.



## Scout Executive

- Scout Executive or designee reviews the Scout's case. The Scout Executive then signs the form certifying it is complete and correct according to what is known about the case.
- The appeal packet along with the Scout Executive's certification is collated into one pdf document and submitted to [advancement.team@scouting.org](mailto:advancement.team@scouting.org).



## National Advancement Team

- The National Advancement Committee will review the appeal and will either reject or approve the appeal.
- A written letter will be provided to document their decision.