Rank to Recognition Process (All Programs: Cub Scouts, Boy Scouts, Venturing Scouts)

**Earn**
- Scout: Scout completes requirements with Unit Approval
- Complete Scout’s registration process (Advancement/Rank is for registered members)
- Eagle Scout Rank?
- Scout registered in ScoutNet?
- Use ScoutBook?
- Use Electronic Advancement?
- Record Rank in ScoutBook
- Prepare Rank Advancement form (provided by Council)
- Submit Council’s Advancement Report form to Scout Shop
- Transfer Council Advancement form to Front Desk
- Collect and Record Advancement form
- Direct update ScoutNet

**Record**
- Nightly auto-upload of data to ScoutNet
- Nightly auto-upload of data to ScoutNet
- Submit evidence of Rank data entry in ScoutNet
- Send Certificate and Binder to Council Office
- Send Certificate and Binder to Council Office
- Submit evidence of Rank data entry in ScoutNet
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- Present Rank Insignia to individual Scout (“The Scout deserves recognition as soon as possible at the next unit meeting” Guide to Adv 4.2.1.4)
- Formally Recognize Advancement (“b) achievement may be recognized again later, at a formal court of honor.” Guide to Adv 4.2.1.4)
- Present Rank Insignia to individual Scout (“The Scout deserves recognition as soon as possible at the next unit meeting” Guide to Adv 4.2.1.4)
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**Recognize**
- Purchase Rank, Merit Badge, Palms, or Venturing award Insignia (controlled items per Guide to Advancement 4.0.2.1)
- Pick up Eagle Insignia kit
- Transfer Council Advancement form to Front Desk
- Enter Eagle Scout Date of Rank in ScoutNet
- Board of Review (delegated to District)

**Improve**
- Monthly DAR & JTE reports
- Unit Commissioner, District, Council develop support plans
- Direct update ScoutNet
- Periodic JTE updates
- Develop improvement plans for Unit performance
- Continue Advancing in Scouting!