

## Request for Registration Beyond the Age of Eligibility\*

### Criteria

In order for an individual to qualify for registration beyond the age of eligibility, his disability must be permanent and so severe that it precludes advancement even at a rate significantly slower than considered typical. If ranks can be achieved through accommodations or modifications stated in official BSA literature, then the individual's disability probably does not rise to the level required to apply for this request. Additional information can be found in section 10 of the *Guide to Advancement*.

**Scout's parent or guardian:** Fill in this page where appropriate, and provide documentation as requested.

**REQUEST for:**

Member's name \_\_\_\_\_ Date of birth \_\_\_\_\_

Unit No. \_\_\_\_\_ District \_\_\_\_\_ Council \_\_\_\_\_

**Objective:** The request for registration beyond the age of eligibility, once approved, gives the individual unlimited time to participate in the Scouting program, if so desired.

**Required process:** All pertinent documents listed below must be attached to this form and labeled in the appropriate order. Submit the completed request form and attachments to your Scout executive or a designee.

Required Documents	Date Sent	Date Received	Date Reviewed
1. A letter from a parent or guardian describing the disability and its severity and permanence, and petitioning the council for approval of registration beyond the age of eligibility. (Documentation labeled as enclosure 1.)			
2. A completed youth membership application or proof of current membership. (Documentation labeled as enclosure 2.)			
3. A completed and signed BSA Annual Health and Medical Record form, parts A and C, accessible online at <a href="http://www.scouting.org/HealthandSafety/ahmr.aspx">www.scouting.org/HealthandSafety/ahmr.aspx</a> . (Documentation labeled as enclosure 3.)			
4. A signed statement from a qualified health professional attesting to the nature, severity, and permanent limitations associated with the disability. For physical disabilities, this must be a licensed physician; for developmental or cognitive issues, a licensed psychologist or psychiatrist, or as appropriate, a neurologist or other medical professional certified in treating the disability. (Documentation labeled as enclosure 4.)			
5. A letter from the unit leader advocating and supporting the registration. (Documentation labeled as enclosure 5.)			
6. Other supporting documentation, such as an Individualized Education Plan (IEP), treatment summaries, and medical records, though optional, can make a difference in the decision. (Documentation labeled as Enclosure 6.)			



The council executive board must approve petitions directly or delegate action to a council operating committee or other council-level committee or task force. Individual cases must be deliberated upon. Consideration of registration beyond the age of eligibility cannot be delegated to the district or unit, or to any single individual.

Application approved \_\_\_\_\_ or disapproved \_\_\_\_\_ on \_\_\_\_\_ (date).

Council president or designated council committee or task force chair  
signature \_\_\_\_\_ Date \_\_\_\_\_

Scout executive or designee signature \_\_\_\_\_ Date \_\_\_\_\_

Letter to the following individuals: Scout, parent or guardian, unit leader, and council registrar sent on \_\_\_\_\_ (date).

Scout reclassified in ScoutNET by \_\_\_\_\_ (registrar) on \_\_\_\_\_ (date).

*This paperwork and attachments are for council use only and will be retained in the unit's registration file.*

### **Extracted from the *Guide to Advancement***

#### **10.1.0.2 How to Register a Member Beyond Age of Eligibility**

To register a person who will remain as a youth member beyond the age of eligibility, the following documents must be assembled and submitted to the local council.

1. A letter from a parent or guardian describing the disability and its severity and permanence, and petitioning the council for approval of registration beyond the age of eligibility.
2. A completed youth membership application or proof of current membership.
3. A completed and signed BSA Annual Health and Medical Record form (parts A and C), online at [www.scouting.org/HealthandSafety/ahmr.aspx](http://www.scouting.org/HealthandSafety/ahmr.aspx).
4. A signed statement from a qualified health professional attesting to the nature of the disability, its severity, and *permanent* limitations connected with it. For physical disabilities, this must be a licensed physician; for developmental or cognitive issues, a licensed psychologist or psychiatrist, or as appropriate, a neurologist or other medical professional in a specialty related to the disability.
5. A letter from the unit leader advocating and supporting the registration.
6. Other supporting documentation, such as an Individualized Education Plan (IEP), treatment summaries, etc., which are optional, but can make a difference in the decision. *If done well and available from the parents, an Individualized Education Plan can give valuable information on how to work with an individual Scout and help him achieve to the best of his abilities.*

The council executive board must approve petitions directly, or delegate action to a council operating committee or other group of responsible volunteers at the council level. This may or may not be the advancement committee. Individual cases must be deliberated upon. Consideration of registration beyond the age of eligibility shall not be delegated to any district or to any single individual, either professional or volunteer. If granted, the Scout executive prepares an approval letter and sends it to the Scout's parent or guardian and unit leader or committee chair. A copy is retained in the unit's registration file for as long as the member remains registered. Upon entering the member, the council registrar selects the appropriate code based on the nature of the disability, and follows any other procedures as outlined in the most current edition of the *Registrar Procedures Manual*, No. 524-901. The national Membership Resources Team is available to assist as needed. Young people approved for registration beyond the age of eligibility may continue working on advancement, including the Eagle Scout rank and Eagle Palms, for as long as they continue to be so registered. The local council or the National Council, upon uncovering evidence that a youth was improperly registered with a disability code, or for whatever reason no longer meets the required level of severity, may make the decision to expire the registration. Registration of an adult as a youth member with a disability code may also be expired if it is determined the registrant has progressed sufficiently to be registered as an adult.

