

## 11.4.0.0 Request for Registration Beyond the Age of Eligibility

### Criteria

A disability, to qualify an individual for registration beyond the age of eligibility, 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*.

**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 as a youth, 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 application or proof of current membership for individuals under the age of 18, or a completed adult application for individuals 18 years of age and older. (Documentation labeled as enclosure 2.)			
3. A completed and signed Scouting America Annual Health and Medical Record form (parts A and C), online at <a href="http://www.scouting.org/health-and-safety/ahmr">www.scouting.org/health-and-safety/ahmr</a> . (Documentation labeled as enclosure 3.)			
4. A signed statement from a qualified health professional attesting to the nature of the disability, its severity, and <i>permanent</i> 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. (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, etc., which are optional but can make a difference in the decision. (Documentation labeled as enclosure 6.)			

Excerpted from the *Guide to Advancement*

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

To register an individual who will participate as a youth member beyond the age of eligibility, this form and the documents listed on the front must be assembled and submitted to the local council.

The council executive board must approve requests 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 council advancement committee. Individual cases must be carefully deliberated. 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 of the letter is retained in the unit's registration file for as long as the member remains registered. When entering the member's data, the council registrar follows procedures outlined in the most current edition of the National Council's *Registration Guidebook*.

Once the Scout executive's letter is prepared and filed, and the member is entered as registered beyond the age of eligibility, any supporting private information should be returned to its source—the parent or guardian, or the institution that provided it. Should there be questions about its disposition, then the supporting private information should be destroyed.

Members 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 beyond the age of eligibility 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 beyond the age of eligibility may also be expired if it is determined the registrant has progressed sufficiently to become registered as an adult.

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

Signature of council president  
or leader of designated council  
committee or volunteer group \_\_\_\_\_ 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 Registrar Tools by \_\_\_\_\_ (registrar) on \_\_\_\_\_ (date).

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