

# Conducting a Successful Eagle Scout Court of Honor



***Every Scout that achieves the rank of Eagle  
deserves special recognition.***

***Prepared by the Bay-Lakes Council Advancement Committee  
Revised for 2010***

# Conducting a Successful Eagle Scout Court of Honor

## Forward

This booklet is published by the Bay-Lakes Council Advancement Committee to assist the troop committee in planning a recognition ceremony appropriate for the achievement of the rank of Eagle Scout.

We frequently refer to "The Eagle Court of Honor" book by Mark Ray. It is not an official publication of the Boy Scouts of America. However, Mr. Ray is an Eagle Scout, and his book is compiled from contributions from many, many Scouters. An order form is included in the back of this publication and the book is available at the Council Scout Shops.

There are a few areas that the book does not adequately cover. This publication will hopefully address them.

Keep in Mind that the purpose of an Eagle Scout Court of Honor is first, to honor the Scout. If the Court of Honor is executed well, it will inspire other Scouts to follow the adventurous and rewarding Eagle Scout trail. A dignified and meaningful Court of Honor will also show the community the result of the Scouting program, so they will direct other boys into the Scouting programs and support the movement.

Bay Lakes Council Advancement Committee

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# Conducting a Successful Eagle Scout Court of Honor

### ◆ Introduction

The Eagle Scout Award represents many years of dedicated effort. The Eagle Scout Court of Honor is a very personal event in both the life of the Eagle Scout and the lives of his family and friends.

While no two Eagle Scout Courts of Honor are exactly alike, there are basic components that should be included.

Appropriate planning can insure a memorable Eagle Scout recognition ceremony and award presentation, one that will not be soon forgotten by the key participants.

We are referring to the Scout being recognized as an “Eagle Scout” since he has already been approved as an Eagle Scout and the Eagle Scout Court of Honor is a recognition of this award, a presentation of the award, and induction into the ranks of Eagle Scouts.

### ◆ Troop/Committee Involvement

“The Scoutmaster Handbook” states;

“Courts of honor may be chaired by the head of the troop committee or the troop committee member responsible for advancement. The planning of the program also should be handled by these individuals, along with other members of their committee.”

- *Chartered Organization Representative:* The representative of the chartered organization and the head of that organization should be invited. The organization may wish to provide a gift to the Eagle Scout and should have an opportunity to make this presentation during the ceremony.
- *Scoutmaster:* The Scoutmaster will usually have a role in the Eagle Scout Court of Honor but should not be the one to plan and run the event. During the ceremony the Scoutmaster should introduce the Eagle Scout and provide a brief history of his participation in scouting. Please keep in mind that the Eagle Scout may want a teacher, family member, or clergy member to introduce him.
- *Troop Advancement Chair:* The Advancement Chair normally plans the event, with input from the Scoutmaster, the Eagle Scout, and the parents. The advancement chair may or may not be the master of ceremonies. For selection of “Master of Ceremonies”, see page 5.
- *Members of the Troop:* The Scouts should be in attendance, by patrols and in full uniform. It is recommended that they enter as a troop and be seated near the front of the audience. They may be involved in providing the opening and closing ceremonies, greeting and seating guests, escorting the Eagle Scout’s parents, and other activities appropriate to the ceremony.
- *Presentation Kit:* The Troop is responsible for obtaining the Eagle Scout Presentation Kit, the kit contains the Eagle Scout Badge and ribbon, the mother’s pin, Eagle’s tie tack, father’s tie tack, and mentor’s pin. The kit may only be obtained after the Eagle Scout application

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approval has been received from the National office and the letter accompanying this approval is presented at a Council Scout Shop.

- *Ceremony Script:* The detailed Eagle Scout ceremony should be written out, following the outline, with text to be read at each part, the names of the individuals responsible, and a description of the props to be used.
- *Printed Ceremony Program:* The Troop should prepare a printed program for the ceremony. The program should include an outline of the ceremony indicating the presenters, speakers and other major activities. Don't forget to include names of these individuals. A short history of the Eagle Scout's Scouting career may be included. A poem or other inspirational piece may be included on the program and are available from resources included in the Appendix. Include enough copies for each individual attending the ceremony. Eagle Scout program covers are available through the Council Scout Shops. An sample program is included in the Attachments.
- *Congratulatory Letters/Special Guests:* The Troop should request letters of recognition and congratulations from federal, state and local government and school officials, teachers, coaches, local organizations that have supported Scouting, the head of the Charter Organization, and other individuals desired by the family. Requests are usually in the form of an invitation to attend the Eagle Scout Court of Honor. The letters should be sent a minimum of four weeks before the ceremony to allow sufficient time for a response. If the individuals are not able to attend, they will usually send congratulatory letters. Be sure to include the Eagle Scout's full name and date, time and location of the Eagle Scout Court of Honor and where the congratulatory letter is to be sent. An example letter is include in the Attachments.
- *Publicity:* The Troop should prepare a news release to the newspapers and other publications in the district and unit area. These could include daily, weekly, religious and school newspapers, business, church, and other organization's newsletters. An example is included in the Attachments.

Prepare a one page double-spaced news release with biographical material. Be brief, use short words and exact dates. Remember the six points; who, what, when, where, why, and how. Get those in the first two or three sentences and then go onto the details.

Biographical information should include name and age of the Eagle Scout, Scouting honors and leadership positions, education, church, civic and school activities, and troop number and Scoutmaster's name, and chartered organization, and a 4" x 5" or larger black and white glossy photo.

- *Troop Gift:* The Troop may want to purchase a gift to present to the Eagle Scout. This could be an engraved plaque or other appropriate gift. Several are available through the Council Scout Shops. A word of caution: make sure that the Troop gift, if you present one, is of equal value for all Scouts earning the Eagle Scout award in the troop. In addition, many Troops purchase a rose to present to the mother.
- *Memorabilia Scrapbook:* Consider presenting a bound scrapbook during the ceremony containing the Eagle Scout's signed Eagle Scout Application, pictures, Eagle Scout awards,



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congratulatory letters, the service project record, pictures, news releases, and other items collected specifically for this ceremony.

- *Eagle Scouts currently in the Troop:* Eagle Scouts who are still members of the troop may be used to assist during the ceremony and to present the Eagle Scout charge/challenge. They should be involved in some way.
- *Eagle Scouts formerly in the Troop:* Eagle Scouts who are past members of the troop should be invited. Eagle Scouts in attendance should be identified before the Court of Honor starts and may be introduced during the ceremony. It is not necessary that they be seated together. If not in uniform, they may wear their Eagle Scout pins on their shirt or jacket.
- *National Eagle Scout Association (NESA):* The Troop or the family should apply for membership in NESA for the Eagle Scout and make this presentation during the ceremony.
- *Flag Ceremony:* Presentation and displaying the American and unit flags need to be performed correctly. If you're not sure or even if you think you are sure, check one of the several pamphlets and booklets that have been written by the U.S. Government and the BSA on displaying the flag. A review of the procedure is described below. A page showing location of the flags in a room taken from a guide to flag etiquette is included in the Attachments.

Posting the Colors: Position the American and unit flag to the rear of the room with a Scout assigned to carry each. The leader of the opening instructs the audience to stand and directs the color guard to "Advance the Colors, please salute or place your hand over your heart if not in uniform." When the color guard carries the flags from the rear to the front of the room, the American flag is either leading, if there is not room to bring both up side by side, or to the right of the unit flag. The flags may be brought from the rear to front up a center aisle or side aisles. If the flags are placed on a "stage", the flags must cross when arriving at the front center of the room. The carrier of the unit flag stops and the carrier of the American flag crosses in front of the unit flag and proceeds to the flag stand. The flags should not be placed in their stands until after the Pledge of Allegiance and the leader directs the color guard to "post the colors." The leader then directs "color guard post". The audience is instructed to be seated. At the end of the ceremony if the flags are retired the flags go directly to rear of the room, the American flag staying to the right.

Remember to watch the ceiling for lights or other obstacles when carrying flags. The Scouts carrying the flags should be in full correct uniform. Scouts carrying the flags do not salute during the Pledge of Allegiance.

### ◆ Family of Eagle Scout's Involvement

The Eagle Scout and his family should be fully involved in the planning of the Eagle Scout Court of Honor.

- *Meeting with the Family:* The committee member responsible for planning the Eagle Scout Court of Honor should meet with the family of the Eagle Scout to determine the wishes of the family, to discuss the topics below, and to explain the troop and family's role and responsibilities.

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- *Date, Time and Place:* The family should be permitted to select the date and time and even the location for the ceremony. These may be determined by the availability of family members to attend especially if some are from out of town.
- *Invitations/Reception:* Purchasing and sending of invitations as well as providing the food and drink for a reception may be a family responsibility, in some troops these may be handled by the troop committee. Eagle Scout Invitations, Eagle Scout congratulatory cards, program covers and items of this type are available from the Council Scout Shops. Some families or troops may wish to provide a decorated cake to be served during the reception.
- *Parent's Gift:* The parents may wish to purchase a gift to present to their son, the troop should make available a B.S.A. Supply catalog to provide the family with a selection of Eagle Scout related gifts. Some suggestions are the Eagle Scout neckerchief, Eagle Scout neckerchief slide, Eagle Scout belt buckle, or Eagle Scout paperweight.
- *Costs:* Determine what out-of-pocket expenses will be needed and who is responsible for the paying for each item. Expenses paid by the troop should be equivalent for all scouts earning the Eagle Scout Award in the troop.
- *Guest Speaker:* The Eagle Scout or his family may wish to have a family member, teacher, religious leader, or someone with special relationship to the Eagle Scout speak at the ceremony. Make sure the guest speaker is given a time limit based on the time available when the program is established and is familiar with Scouting and the significance of the Eagle Scout Award.
- *Guest Book:* The family may wish to have a guest book which may be signed by everyone who attends the ceremony. This makes a wonderful memento of the occasion.
- *Appropriate Dress:* The parents should be reminded to dress appropriately since the mother will be receiving a pin and the father a tie tack. The clothing appropriate for attaching these items will make it easier to attach. The father's tie tack may be converted to a pin by using a clasp similar to that use with the service stars. The Eagle Scout should be in complete uniform and dress shoes.
- *Family and Friends of the Eagle Scout :* It is the Eagle Scout's Court of Honor and he may invite anyone he wants. The size of the room should fit the need. A suggested list of people to invite is included in the Attachments.

A word of advice to the parents of the Eagle Scout: Enjoy the ceremony! Let someone else do the work of providing refreshments, decorating the room and other arrangements.

### ◆ Outline for a Successful Eagle Scout Court of Honor

A Eagle Scout Court of Honor should be simple enough to be readily understood, yet inspirational enough to make a lasting impression on all who attend.

The following outline is taken from "The Eagle Court of Honor Book" and provides a consistent, orderly, and meaningful structure to build an Eagle Scout Court of Honor. Each of the outline items are discussed in detail in the book and in less detail in the next Section.

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- *Before the Ceremony:* Displays, programs, seating guests, final preparation and rehearsal.
- *Opening Period:* Call to order, welcoming remarks, introductions and announcements, invocation, opening ceremony, formal convening of the Eagle Scout Court of Honor.
- *Scouting Segment:* A ceremony or presentation about the purpose and meaning of Scouting; for example, a Scout Law ceremony.
- *Eagle Scout Segment:* A ceremony or presentation about the significance and history of the Eagle Scout award, a presentation by a guest speaker, a special poem, or theme music, or the parts of the Eagle Scout badge.
- *Presentation of the Eagle Scout Badge:* Honoree's Scouting history, Eagle Scout charge, Eagle Scout promise or pledge, presentation of the Eagle Scout badge, presentation of other awards and gifts, including congratulatory letters and opportunity for Eagle Scout to speak.
- *Closing Period:* Closing ceremony, benediction, closing of the Eagle Scout Court of Honor.
- *After the Ceremony:* Reception, clean up.

### ◆ Planning an Eagle Scout Court of Honor

The Eagle Scout Court of Honor should be well thought out and written into the ceremony script such as that included in the Attachments. The more detail you write down the less surprises will occur. This written ceremony script should be given to all keep participants to keep.

#### • *Location*

Although the selection of place for holding the Court of Honor is up to the family, it is recommended that the place provide dignity and atmosphere. Probably the best place for this is the sanctuary of a church.

#### • *Preparation*

Arrangement of the Room:

Provide a table or stand near the entry to the room for the guest book if one is used.  
Don't forget a working pen!

You may want to have appropriate music playing as people arrive, but don't forget to turn it off before the program starts.

There should be a speaker's podium with a copy of the Eagle Scout Court of Honor ceremony script and a table at the front of the room to hold the awards and gifts to be presented.

Reserve seats in the front of the audience for the Eagle Scout and his parents, speakers, presenters and members of the troop.

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Check the room lighting, to determine if specific lights could be on or off at stages of the ceremony? Have someone seated near the lighting controls to handle the lighting. Indicate in the ceremony script when and which lights are to be turned off and on or dimmed.

### Selecting a Master of Ceremonies:

The individual selected should be familiar with Scouting and the significance of an Eagle Scout Court of Honor.

They should know and follow the ceremony script. A little humor at the appropriate time is fine, but their job is to make the program flow and be as impressive as possible, and to see that everyone deserving of recognition is recognized.

The Master of Ceremonies should be polite, respectful of the ceremony and everyone involved. If something goes wrong they should be able to quickly take charge and remedy the situation.

**Guest Speaker:** If a guest speaker is included in the program contact that person directly and make sure they understand the significance of the award. Provide the individual with a time limit for their presentation and determine what their message will be.

**Audio Systems:** A public address system may be used so the audience doesn't have to strain to hear what is being said. Make sure everyone with a speaking role understands how to use the microphone properly, to include how close to be to the microphone and the volume of voice used. Avoid the "tapping of the microphone" and "is it working" type situations.

- *Before the Ceremony*

Rehearse the ceremony to make sure that each participant and the props are ready. During the rehearsal have everyone read through their parts. Stumbling over words detracts from the quality of the ceremony. Make sure key people understand their roles and what they are to do and when. Each individual involved should have a copy of the ceremony script. Don't forget to rehearse the flag ceremony. Rehearse the ceremony as often as it takes to get it right.

**Special Guests:** Special guests should be greeted by a representative of the Troop and introduced to the family and other guests in attendance. Special guests should be introduced using their title at the beginning of the program.

Direct presenters and speakers, as they arrive, to seats at the front of the audience to avoid a lengthy delay in these individuals reaching the front of the room when called to participate.

Some troops have the Eagle Scout greet guests as they arrive.

- *Opening Period*

The first event is the presentation of the colors led by the troop's senior patrol leader. This is performed by members of the troop carrying the American and troop flags. These Scouts should be in as full and correct uniform and should be well trained in the correct procedures. Review the procedures discussed in the "flag ceremony" paragraph (page 3).

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There should be welcoming remarks and introduction of special guests. These may be by the scoutmaster, committee chairman or committee member responsible for advancement followed by an invocation by a member of the troop committee or religious leader. Eagle Scouts in the audience may be asked to stand and be recognized.

The Master of Ceremonies for the Eagle Scout Court of Honor should be introduced. The Master of Ceremonies will direct the rest of the Eagle Scout Court of Honor.

The last activity in the Opening Period would be a formal convening of the Court of Honor by the Master of Ceremonies. A statement such as this could be made:

“By the authority invested in me by the Boy Scouts of America, I hereby declare this Eagle Scout Court of Honor opened”

- *Scouting Segment*

The members of the troop may take part in a candle lighting ceremony featuring the Scout Law or Oath or other appropriate ceremony.

- *Eagle Scout Segment*

Select one of the many Eagle Scout Ceremonies, such as the “Trail to Eagle Scout” ceremony from the resources provided. The individuals selected to assist in this ceremony should be selected on their ability to speak clearly and distinctly.

A guest speaker may make their presentation following the Eagle Scout Ceremony.

- *Presentation of the Eagle Scout Badge and other Recognitions*

The Scoutmaster will relate the Scout’s record of accomplishments and scouting history in the Troop.

The Eagle Scout charge/challenge is a statement of the responsibilities expected of an Eagle Scout and usually other Eagle Scouts present are asked to participate. The Eagle Scout promise or pledge is the actual oath of responsibility and immediately precedes the presentation of the Eagle Scout award. Several charges and oaths are contained in the referenced documents. The Eagle Scout charge is usually given by an Eagle Scout.

The presenter of the Eagle Scout badge should be someone of special significance to the Eagle Scout. The presenter should be given a few moments to speak concerning the individual Scout or the Eagle Scout award, and could be the guest speaker. The presenter should be assisted by a troop committee member or the scoutmaster in handling the badge and pins. The Eagle Scout’s parent(s) may pin the Eagle Scout badge on their son.

Both the mother and father should receive some recognition from the Eagle Scout. There is a father’s tie-tac and mother’s miniature pin in the presentation kit that may be presented by the Eagle Scout to his parents.

A mentor’s pin included in the presentation kit may be presented by the Eagle Scout to an individual who influenced him while achieving the Eagle Scout rank.

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After presentation of the Eagle Scout award, the Eagle Scout may say a few words in acceptance of his award, perhaps thanking particular people who have been of special help along his trail to becoming an Eagle Scout, and what the award means to him..

The Eagle Scout may be presented with gifts from the district, troop, charter organization, his parents or other individuals. Some of the congratulatory letters may be read.

- *Closing Period*

The Master of Ceremonies will make a statement that the Eagle Scout Court of Honor is now closed, such as:

“I now declare this Court of Honor closed.”

A benediction may be presented and the Master of Ceremonies may make announcements about a receiving line and refreshments and then will call on the senior patrol leader retire the colors.

- *After the Ceremony*

A reception line may be formed with the Eagle Scout and his parents where members of the audience may greet and congratulate the new Eagle Scout..

Refreshments may then be served by a special committee.

A display table may be set up in the room for people to review the memorabilia book and other items, such as pictures of troop or pack activities featuring the Eagle Scout and other memorabilia of the Scout during his Boy Scouting and Cub Scouting days. Include pictures of his Eagle Scout Leadership Service Project.

- *Special Situations*

**Traditional Family:** All Courts of Honor assume that the Eagle Scout comes from the “traditional family,” one father and one mother. This is not always the case. Be prepared to handle the exceptions by modifying the ceremony, as appropriate. Be sensitive to individual situations.

- *Suggestions to Make the Ceremony Run Well:*

When using candles for the ceremony, get fresh candles. Also check the fire codes for the use of candles. Pre-light the candles for easy lighting during the ceremony.

Make sure you have enough matches or a working lighter available.

If using a PA system or computer based displays, check equipment before hand and recheck it immediately before the start of the ceremony.

Check all props before the start of the ceremony. Do lights turn on when they are supposed to? Are the awards and gifts in place?

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Order the Eagle Scout Presentation Kit as soon as you have letter of approval from the National Office.

Have several copies of the ceremony script available for the main participants and one copy on the lectern.

Do not allow family members, guests, or individuals to make unscheduled speeches.

Do not try to “wing it.” Make sure the ceremony is planned and rehearsed. The Eagle Scout and his family deserve the effort of a well planned and conducted ceremony.

Verify during the rehearsal that speakers and participants speak up and don't mumble.

Inform guest speakers of time limits for their part of the ceremonies.

Open all pins on the awards before the ceremony starts to avoid fumbling around during the ceremony. Have the Eagle Scout practice pinning on the mother's or other pins.

### ◆ Props and Support Items

Ceremonial props should be used to enhance the ceremony. These can range from the very simple such as a picture of an eagle mounted on a tripod in front of the room to very elaborate lights, pictures, Power-Point presentations, and music. The more impressive the ceremony the more memorable the ceremony will be to the Eagle Scout and his family.

Available from the B.S.A. Catalog are an Eagle Scout banner, table cover, plates and napkins and other items that can be used as part of the ceremony or reception. These items can be ordered through the Council Scout Shop.

Also available is the Boy Scout insignia poster set, (catalog no. 4647), 12" x 16" pictures of each Scout rank. These can be mounted and displayed in many different ways.

Other items may be constructed by the troop and used for ceremonies over and over such as light boxes with the Eagle Scout badge, candle holders and candles, transparencies of the scout ranks for use with an overhead projector. You may also be able to borrow props from another troop in your area. When using props that require turning lights on and off, make sure the individual controlling the switches understands when to turn the lights on and off. The individual should have a copy of the ceremony script, marked as to when he controls the lights and a flashlight.

PowerPoint presentations may be set up to be used for the ceremony to support many of the ceremony themes.

### ◆ Examples of Ceremonies

Ceremonies should be dignified, and if well conducted, very impressive. A troop can combine different elements of ceremonies to fit their needs, or follow one of the ready made ceremonies.

There are several places where examples of Eagle Scout Ceremonies can be found:

- In the “Boy Scout Troop Program Resources” or the older “Woods Wisdom” books.
- Web sites, some are identified in the Appendix.
- “The Eagle Court of Honor Book”

Below is a list of ceremonies based on different themes that may be found in the various references:

- The Voice of the Eagle Ceremony  
*(used in the example ceremony)*
- The Challenge Ceremony
- Lighting the Eagle Trail Ceremony
- The Light of the Eagle I Ceremony
- The Light of the Eagle II Ceremony
- A Simple Eagle Scout Ceremony
- Order of the Arrow Ceremony I
- Indian Theme Eagle Ceremony
- Parents' Ceremony
- Citizenship Ceremony
- Picture Ceremony
- Eagle Scout Investment Ceremony
- History of The Eagle and Man Ceremony
- A Brief Eagle Ceremony
- A Re-dedication Ceremony
- An Eagle Scout

### ◆ Questions and Answers

**Q:** Where should the Eagle Scout and his parents sit?

**A:** Escort the parents to the front of the room.

**Q:** Should Eagle Scouts in the audience be introduced and if so, how?

**A:** Yes, in most situations they should be introduced. A way that will not be disruptive to the ceremony is to ask each to stand, introduce themselves and state the troop they were in when they earned their Eagle Scout rank, where that troop was located, and the year.

**Q:** Should the family members of the Eagle Scout be introduced?

**A:** The parents and grandparents are usually introduced during the Eagle Scout presentation, the rest of the family need not be introduced.

**Q:** How long should the ceremony last?

**A:** 1 to 1-1/2 hours maximum.



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**Q:** How should we handle a ceremony when more than one Scout will be receiving the Eagle Scout Award?

**A:** In situations where more than one Eagle Scout is to be honored, it is essential that adequate recognition be given to each *INDIVIDUAL* young man. The individual scout must not be lost in the shuffle. It is a tremendously important moment for the Eagle Scout when he receives his badge, and attention should be focused solely on him when the big moment arrives. The guest speaker should be someone the both have input in selecting. But it is best if a separate presentation is provided for each Eagle Scout.

**Q:** Should other scoutmasters be invited?

**A:** Yes. This is good way to exchange ideas.

**Q:** Should District or Council volunteers or professionals have a part in the Court of Honor?

**A:** Selected volunteers may be glad to participate and should be included in the program.

**Q:** Can an Eagle Scout invite everyone he wishes to his Court of Honor?

**A:** Yes, as long as the room is large enough to hold everyone and the guests understand and respect the ceremony.

**Q:** Can an Eagle Scout Court of Honor be part of a regular Troop Court of Honor?

**A:** Yes, but it is preferred that an Eagle Scout Court of Honor be a stand-alone ceremony. However, it is permitted to be part of a regular troop Court of Honor. In such cases, hold the troop Court of Honor first, followed by a definitive break in the program and then by the Eagle Scout Court of Honor. This emphasizes the Eagle ceremony as the highlight of the program.

**Q:** Can anyone present the Eagle Scout Award?

**A:** The Eagle Scout selects the individual to present the Eagle Scout Award. It is usually someone who has a special relationship with the Eagle Scout.

**Q:** Should the parents or other family members be permitted to make a speech?

**A:** A short time may be allocated after the award has been presented. But limit their time to no more than 5 minutes.

**Q:** How many people should be permitted to make speeches?

**A:** If too many people make speeches the ceremony will begin to drag. A brief presentation of awards is acceptable. Be selective in the people permitted to make speeches. Select those who are important to the Eagle Scout, and give them a time limit.

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### ◆ Appendix

- *Resources:*

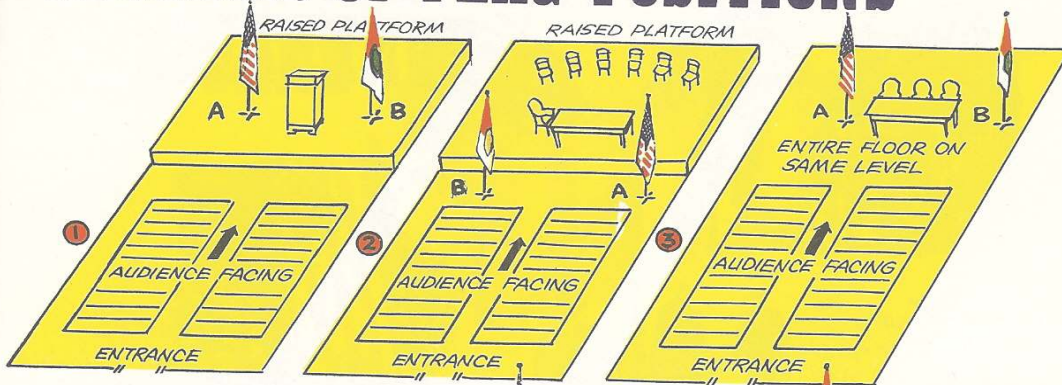
- *"The Scoutmaster Handbook"*, BSA Publication No. 33009.
- *"Troop Committee Guidebook"*, BSA Publication No. 34505B.
- *"The Eagle Court of Honor Book"*, Mark Ray, available from the Council Scout Shops.
- *"Official Catalog, Boy Scout Leader's Edition"*
- *"Boy Scout Program Troop Program Features"*, BSA Publication X33588,
- *"Your Flag"*, BSA Publication No. Y33188A.

- *Web Sites:*

- The Finale/Court of Honor - [www.eaglescout.org/finale/coh/coh.html](http://www.eaglescout.org/finale/coh/coh.html)
- Eagle COH Worksheet - [www.usscouts.org/eagle/eaglecoh01.asp](http://www.usscouts.org/eagle/eaglecoh01.asp)
- The Eagle Court of Honor Book - [www.eaglebook.com](http://www.eaglebook.com)
- Scouter Net Compass - [www.scouters.com/compass/Advancement/Eagle\\_Scout/Eagle\\_Ceremonies/](http://www.scouters.com/compass/Advancement/Eagle_Scout/Eagle_Ceremonies/)

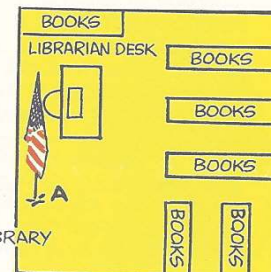
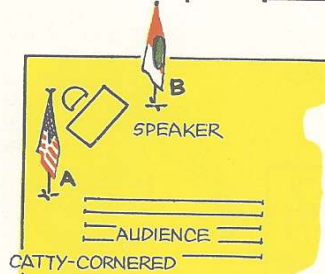
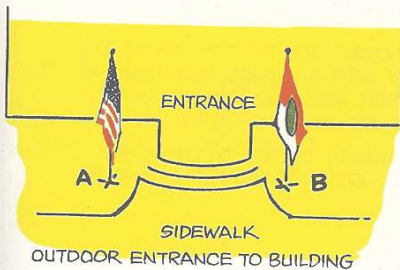
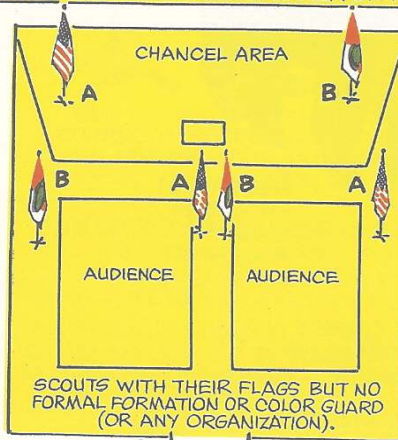
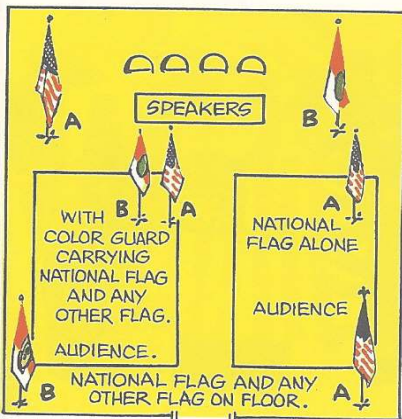
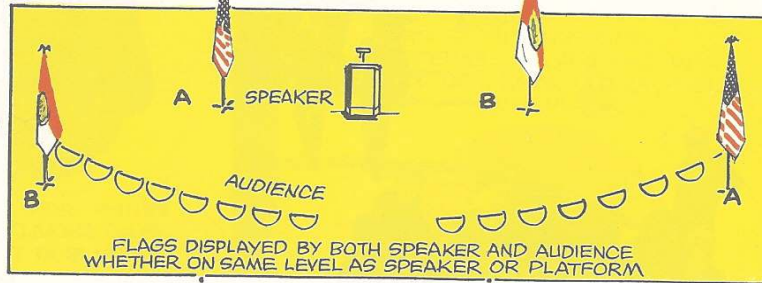
### ◆ Attachments

# DIAGRAMS OF FLAG POSITIONS



NOTE: A STANDS FOR THE NATIONAL FLAG, B STANDS FOR ANY OTHER FLAG.

DIAGRAMS 1-2-3-4 APPLY TO LECTURE HALLS, CLASSROOMS, CLUB ROOMS, CHURCHES, AUDITORIUMS, ETC.



# Conducting a Successful Eagle Scout Court of Honor

## ◆ Sample of a Printed Program

### An Eagle Poem

*I saw a chubby little boy,  
In uniform of blue,  
A jaunty camp on his head,  
His shoes were shinny, too.*

*His eyes shown wide, expectant;  
He glowed fresh from the tub.  
His air said, "Let's get on with it!"  
This is my son the Cub.*

*I saw a slightly larger boy,  
Much taller, leaner, too;  
He stood up straight and proud,  
In garb of khaki hue.*

*He now has more determination,  
In his face there is no doubt;  
I'm pleased to see his confidence,  
This is my son, the Scout.*

*I know he'll strive to do his best,  
This bigger boy, not yet a man,  
Will grow in strength, in law and skill,  
For him, I'm sure, God has a plan.*

*God, guide his path, make straight his way,  
Make his goal be high, his courage stout,  
That humbly, yet proudly, I will know,  
This is my son, the Eagle Scout!*

### Program

*Presentation of the Colors . . . . . Troop #*  
*Pledge of Allegiance/Scout Law . . . . . SPL*  
*Welcome . . . . . [Scoutmaster]*  
*Introduction of Guests . . . . . [Scoutmaster]*  
*Invocation . . . . . [Minister/Priest]*

#### **The Eagle Scout Ceremony**

*Opening . . . . . [Committee member]*  
*Introduction of the Eagle Scout . . . . . [Scoutmaster]*  
*Light of the Eagle Ceremony II . . . . . Voice of the Eagle*  
*Eagle Scout Pledge/Charge . . . . . [Eagle Scout]*  
*Guest Speaker . . . . . [Name of Individual]*  
*Presentation of the Award . . . . . [Family member]*  
*Letters of Recognition . . . . . [Committee member]*  
*Presentation of Gifts . . . . . [Committee member]*  
*Benediction . . . . . [Minister/Priest]*  
*Closing . . . . . [Scoutmaster]*  
*Retiring the Colors . . . . . Troop [ # ]*

#### **Reception**

*Note: Insert appropriate names above.*

**Sample of an Eagle Scout Ceremony Script:**

Eagle Court of Honor  
for  
**[Joe Smith]**

---

---

**Program**

---

Presentation of the Colors	Troop [ # ]
Pledge of Allegiance/Scout Law	Troop [ # ]
Welcome	[Scoutmaster]
Introduction of Guests	[Scoutmaster]
Invocation	[Minister/Priest]

**The Eagle Ceremony**

Opening	[Troop committee member]
Introduction of the Eagle	[Scoutmaster]
Guest Speaker	[name of individual]
Light of the Eagle Ceremony II	Voice of the Eagle
Eagle Scout Pledge/Charge	[An Eagle Scout]
Presentation of the Award	[Family member]
Presentation of Gifts & Letters of Recognition	[Troop committee member]

**Closing**

Closing of the Court of Honor	[Scoutmaster]
Benediction	[Minister/Priest]
Retiring the Colors	Troop [ # ]

**Court of Honor**

---

*(Color guard is in position at the rear of the room with American and Troop flags, and honor guard. Use flag carriers. Eagle Scout and his parents are in rear of room at this time. An honor guard consisting of two older scouts, or Eagle Scouts, in the troop are also at the rear of the room.)*

**Troop's Senior Patrol Leader:**      *(Steps to microphone)*

Ladies and gentlemen, please rise for the opening ceremonies.

*(Waits until audience is standing and quiet)*

Color guard, advance the colors.

*(When the color guard is in position. Color guard faces audience, holds colors until pledge and oath are completed.)*

## Conducting a Successful Eagle Scout Court of Honor

Scout salute. Please repeat the pledge of allegiance.

Ready, two.

Scout sign, please repeat the Scout Law.

Ready, two.

Color guard, post the colors.

*(Wait until colors are in place. Color guard places flags in stands.)*

Please be seated. Thank you.

*(Scoutmaster steps forward)*

### **Scoutmaster:**

Good [evening] [afternoon]. My name is \_\_\_\_\_, Scoutmaster of Troop [ # ].

Scouts, Scouters, and friends of scouting, I would like to welcome you to this Eagle Scout Court of Honor. This is an occasion for pride and joy, as well as a time for serious reflection. The Eagle Scout rank is the highest recognition that Scouting offers to a Boy Scout. It is earned through the advancement program, and only a small percentage of boys who begin in Scouting recognized with this honor. The wearer of the Eagle Scout award is the epitome of Scouting's best efforts and beliefs. [Today] [Tonight], we have the pleasure of seeing \_\_\_\_\_ climax his Scouting efforts when he joins the elite company of Eagle Scouts.

I would now like to introduce our honored guests and ask them to stand. Please hold your applause until they are all standing.

*(Introduce guests and visiting Eagle Scouts)*

At this point, I call upon Reverend \_\_\_\_\_ to ask God's blessing upon this ceremony.

### **Minister:**           *(Invocation)*

### **Scoutmaster:**

At this time I would like to introduce, \_\_\_\_\_ who will be our Master of Ceremony for this Eagle Scout Court of Honor.

*(Identify some the MC's background in Scouting or elsewhere.)*

### **Master of Ceremony:**

Thank you! Honor guard, please escort before this Court of Honor Scout \_\_\_\_\_ and his parents to their seats, where he will be prepared to receive his Eagle Scout Award.

## Conducting a Successful Eagle Scout Court of Honor

*(Honor Guard escorts Eagle Scout Honoree and his parents to chairs in the front of the room, and return to their seats)*

### Light of the Eagle II Ceremony

#### **Master of Ceremonies:**

By the authority vested in me by the Boy Scouts of America, I now declare this court of honor in session. Today we have the honor and pleasure of recognizing \_\_\_\_\_ for his achievement of attaining the rank of Eagle Scout. This is a serious and important matter. In full awareness of the challenge of these times, the parents and leaders of this Eagle Scout have labored long and faithfully to develop him to be alert and to participate in citizenship through the Scouting program. His efforts culminate *[today] [tonight]* in the presentation of the Eagle Scout Badge. The success of these efforts will become evident in the way this Eagle Scout will set his social pattern for all the lives he may touch. Democracy is a fresh conquest for each generation.

Will the Eagle Scout Honoree's *[Scoutmaster] [Eagle Scout's choice]* please introduce the new Eagle Scout.

#### **Scoutmaster (or Eagle Scout's choice):**

At this time I would like to tell you a little about \_\_\_\_\_

*(Talks about Scout, his service project, scouting achievements, and other involvements in the community, school, and church. A PowerPoint presentation may be used.)*

*(Scoutmaster returns to his seat)*

#### **Master of Ceremonies:**

Thank you, I would now like to introduce Mr(s). \_\_\_\_\_, our guest speaker.

*(Provide a short introduction of the speaker)*

#### **Guest Speaker:**

*(Guest speaker selected by family of Eagle Scout)*

#### **Master of Ceremonies:**

Thank you Mr(s) \_\_\_\_\_

#### **Voice of the Eagle**

*(The following will be read by one or two Eagle Scouts in a side room using a microphone. The Eagle badge light box will be set up in the front of the room or a PowerPoint presentation could be used. The Eagle Scout badge will be lighted during the this portion of the ceremony and left on for the remainder of the ceremony.)*



## Conducting a Successful Eagle Scout Court of Honor

### **First Reader:**

The appeal of the majestic Eagle has been felt by individuals from prehistoric times to the present day. To the Egyptians, the eagle was the messenger to the gods and the sun, a symbol of eternal life. To the Romans, he was the carrier of Jupiter's thunderbolts and a sign of power. To the American Indians, he stood as the incentive to valor and the pledge of victory. For us today, the eagle is the living symbol of courageous and freedom-aspiring Americans. When the badge of rank for Eagle Scouts was designed in 1912, a small silver eagle was suspended from a tricolor ribbon of red, white, and blue. It remained so today.

*(Illuminate the Eagle)*

### **Second Reader:**

The foremost responsibility of an Eagle Scout is to live with honor. To an Eagle Scout, honor is the foundation of character. He knows that "A Scout is Trustworthy" is the first point of the Scout Law for a good reason. An Eagle Scout lives honorably, not only because of the infinite importance of doing so to himself, but because of the vital significance of the example he sets of other Scouts. Living honorably reflects credit upon his home, his troop, his church, and his community.

*(Illuminate the white portion of the ribbon)*

May the white of the Eagle Scout Badge remind you always to live with honor.

### **First Reader:**

The second responsibility of the Eagle Scout is loyalty. A Scout is true to his family, leaders, friends, school and nation. His loyalty to his troop and brother Scouts makes him pitch in and carry his share of the load. All of these, help build the loyalty which means devotion to community, to country, to one's ideals, and to God.

*(Illuminate the blue portion of the ribbon)*

May the blue of the Eagle Scout Badge always inspire your loyalty.

### **Second Reader:**

The third responsibility of an Eagle Scout is to be courageous. Courage is a quality by which men measure in themselves and others. To a Scout, bravery means not only the courage to face physical danger, but the determination to stand up for his rights. Trusting in God with faith in his fellow citizens, he looks forward to each day, seeking his share of the world's work.

*(Illuminate the red portion of the ribbon)*

May the red of the Eagle Scout Badge always remind you of courage.



## Conducting a Successful Eagle Scout Court of Honor

### **First Reader:**

The fourth responsibility of an Eagle Scout is to be cheerful. To remind the Eagle Scout to always wear a smile, the red, white, and blue ribbon is attached to the scroll of the Second Class Scout Award, which has its ends turned up in a smile.

*(Illuminate the scroll)*

### **Second Reader:**

The final responsibility of an Eagle Scout is service. The Eagle extends a helping hand to those who still toil up Scouting's trail, just as others helped him in his climb to Eagle Scout. The performance of the daily Good Turn takes on new meaning, when he enters an adult life of continuing service to others. The Eagle stands as the protector of the weak and helpless. He aids and comforts the unfortunate and the oppressed. He upholds the rights of others while defending his own. He is always prepared to put forth his best.

### **Master of Ceremonies:**

You are deserving of much credit in having achieved Scouting's highest rank. Wear your award with humility, ever mindful that the Eagle Scout is looked up to as an example. May the Scout Oath and the Scout Law be your guide for tomorrow and onward.

You are about to join the ranks of Eagle Scouts. Before doing so, however, we ask you to recommit yourself to Scouting's essential principles.

Eagle Scout \_\_\_\_\_ will assist by delivering the Eagle Charge.

### ***Eagle Scout Pledge/Charge***

### **Eagle Scout:**

I would ask all Eagle Scouts in the audience to be reminded of when they became Eagle Scouts and the vows and oath they took at that time.

\_\_\_\_\_ please stand, I have the honor to give you the Eagle Scout charge on the occasion of your elevation to the highest rank in Scouting.

The Scouts of all nations constitute one of the most wholesome and significant movements in the world's history. You have been judged by the Boy Scouts of America of being worthy of the highest rank in this great movement. All who know you rejoice in your achievement.

Your position, as you know, is one of honor and responsibility. You are a marked man. As an Eagle Scout, you have assumed a solemn obligation to do your duty to God, to country, to your fellow Scouts, and to mankind in general. This is a great undertaking. As you live up to your obligations, you bring honor to yourself and to your brother Scouts.

## Conducting a Successful Eagle Scout Court of Honor

America has many good things to give you and your children. But these good things depend for the most part on the quality of her citizens. Our country has had a great past and you can help make the future even greater.

I charge you, \_\_\_\_\_ to undertake your citizenship with a solemn dedication. Be a leader, but lead only toward the best. Lift up every task you do and every office you hold to the high level of service to God and to your fellow man. So live and serve, that those who know you will be inspired to finer living. We have too many who use their strength and their brains to exploit others and to gain selfish ends. I charge you to be among those who dedicate their skills and ability to the common good.

Build America on the solid foundation of clean living, honest work, unselfish citizenship, and reverence for God; and whatever others may do you will leave behind a record which every other Scout may be justly proud.

\_\_\_\_\_, you will now rededicate yourself by repeating the Scout Oath. Repeat it slowly. Resolve to maintain the perseverance that has brought you this far.

***New Eagle Scout:*** (Repeats Oath)

***Eagle Scout:***

Your conduct along the trail has been excellent. You have rededicated yourself to the principles of Scouting, but one more thing is important: Your future.

As an Eagle Scout, you become a guide to other Scouts of lower rank. You become an example in your community. Remember that your actions are now a little more conspicuous and people will expect more of you. To falter in your responsibility could not only reflect upon you but on your fellow Eagle Scouts and all of Scouting. The torch you carry is not only yours, but is ours also.

\_\_\_\_\_, I challenge you to enter this Eagle Scout brotherhood, holding ever before you, without reservation, the ideals of honor and service. By the repetition of the Eagle Scout Promise before your fellow members, you will become an Eagle Scout. Though the words you use are similar to those by which you joined Scouting, they will mean more now than they could have meant at any time in the past. When you pledge yourself on your sacred honor, you will be sealing your eternal loyalty to the code of the Eagle Scout, with the words which closed the Declaration of Independence.

Scout \_\_\_\_\_, please stand. Scout sign. Repeat after me:

“I reaffirm my allegiance --- to the three promises of the Scout Oath --- I thoughtfully recognize and take upon myself --- the obligations and responsibilities of the rank of Eagle Scout -- On my honor --- I will do my best --- to make my training an example of my rank -- and my influence count strongly for better Scouting --- and for better citizenship --- in my home – in my troop --- in my community --- and in my contacts with other people --- to this I pledge my sacred honor.”

## Conducting a Successful Eagle Scout Court of Honor

By the authority vested in me by the National Court of Honor of the Boy Scouts of America, it is my privilege and pleasure to pronounce you an Eagle Scout. May the oath you have taken remain graven on your heart forever.

You may be seated.

### **Master of Ceremonies:**

Thank you \_\_\_\_\_

### ***Presentation of the Eagle Scout Award, Gifts and Recognitions***

Before we present you with your award, I am sure you will agree that some special persons should be accorded the privilege of standing with you and in some measure sharing these high honors.

Will the parents of the Eagle Scout please come forward and stand at his side.

*(Parents take places on each side of the Eagle Scout)*

*(The Scoutmaster comes forward to stand next to the parents and hand the various awards to the presenter)*

To present the Eagle Award is \_\_\_\_\_

### **Presenter:**

*(Presenter may say a few words about this occasion)*

It is with distinct honor and pleasure that I present you with the Eagle Scout Award.

*(Pins badge on Eagle Scout)*

*(Presenter returns to his seat)*

### **Master of Ceremonies:**

No one will ever know the unnumbered acts of self-sacrifice and helpfulness from the mother of the Eagle Scout which have led us to this moment. As the symbol of what this mother has made possible, the court now asks you to present to your mother a miniature Eagle pin.

*(Scoutmaster passes pin to Eagle Scout who pins it on his mother)*

Your father has stood by you over the years and has offered his encouragement and assistance. As the symbol of what he has contributed to your attainment of this award, the court now asks you to present him a miniature Eagle tie tack.

*(Scoutmaster passes tie tack to Eagle Scout who pins on father's tie)*

## Conducting a Successful Eagle Scout Court of Honor

In recognition of fatherly advice and guidance along the trail to Eagle Scout, I ask your father to present his son with the Eagle Scout certificate and personal letter from the Chief Scout Executive, Boy Scouts of America.

*(Scoutmaster passes both to father who reads letter aloud and presents both to Eagle Scout)*

### **Master of Ceremonies:**

At this time the parents have a gift present to their son.

*(Parents make their presentation and return to their seats)*

Thank you.

It gives me great pleasure to introduce \_\_\_\_\_, Chartered Organization Representative from the *[Name of Charter Organization]*, who will present a special recognition for the new Eagle Scout.

*(Charter rep makes presentation)*

I would like to present, \_\_\_\_\_, representing the Troop Committee, who will present a gift from the Troop.

*(Committee representative makes presentation)*

*(Introduce other individuals, if any, who will make presentations)*

At this time I would like to read from some of the letters that have been sent in recognition of this achievement.

*(Read selected letters from the memorabilia book)*

### **Master of Ceremonies:**

Thank you, I hereby declare this Eagle Scout Court of Honor closed and present to you, \_\_\_\_\_ Eagle Scout.

**Eagle Scout:** *(After applause, says a few words and sits down)*

### **Master of Ceremonies:**

I would ask Rev. \_\_\_\_\_, to provide us with the benediction.

*(MC sits down)*

**Minister:** Benediction of his/her choice.

*(Scoutmaster comes forward)*

## Conducting a Successful Eagle Scout Court of Honor

### **Scoutmaster:**

I congratulate you as an Eagle Scout. The eagle soars high and seeks to rest only upon the lofty peaks. As an Eagle Scout, you too must soar high. You must not swerve from the path of duty. Your ideals must be lofty. You must strive to obtain that which is the highest and noblest in life.

After the colors are retired we invite everyone to come forward to congratulate the new Eagle Scout and his parents and to join us for refreshments.

The Eagle Scout notebook, certificates and other documents will be available for reviewing at the back of the room. I would also remind everyone to sign the guest book. Thank you for joining us today.

Will everyone please stand for the retiring of the colors.

*(Color guard comes forward takes the flags out of the stands, places them in the holders and waits for direction)*

Hand salute, retire the colors.

*(When the colors are in the back of the room)*

Ready, two.

This concludes our Eagle Scout Court of Honor

◆ **Sample of Letter Requesting a Congratulatory Letter**

*Use Troop Letterhead paper*

February 16, 2000

[Address]

Dear \_\_\_\_\_ :

My name is [state writer's name], a volunteer Scouter within the Bay Lakes Council, Boy Scouts of America. This letter is to ask for your assistance in recognizing the achievements and service of [Eagle Scout's name], a resident of this community and a member of Troop [825].

Would you please be so kind as to send [Eagle's first name] a letter of greeting, along with any other items you wish to be presented to him during a recognition ceremony to be held [day and date of Court of Honor] at [time] at [location of Court of Honor].

[Option: You are invited to attend his ceremony on the above date].

Please address your letter and recognitions to Eagle Scout [Eagle Scout's last name], in care of the following address. All recognitions and letters will be compiled, placed in a binder or other suitable keepsake, and after they are read, will be displayed during this special occasion for [Eagle Scouts first name].

[insert name and address, or where items are to be sent]

Thank you very much for taking time from you busy schedule to help this community and this unit recognize the personal achievement and service of Eagle Scout [last name].

Sincerely,

[Writer's full name]

[Scouting position and unit]

"Scouts Today - Our Nation's Leaders Tomorrow"

◆ **Sample News Release**

FROM: Troop [ # ], Lakeshore District, Bay Lakes Council  
Boy Scouts of America

CONTACT: [Contact person]  
[Street Address]  
[Town, State, Zip]  
[Telephone number]

**EAGLE SCOUT AWARD PRESENTED**

*[Eagle Scout's name, age, address, town] has earned the Boy Scouts of America Eagle Scout Award. He was recognized in ceremonies held [March 21st at Our Shepherd United Church of Christ in Howards Grove].*

A member of Troop [ # ] sponsored by the [Name of Charter Organization], [Name] is one approximately 4 percent of all Boy Scouts who attain the rank of Eagle.

Each Eagle Scout must earn 21 merit badges, show leadership, and successfully complete a community or church related service project to complete his Eagle Scout requirements. [Name] chose to organize and *[direct a user survey of the Sheboygan County Marsh Park during late summer to determine user's home community, gender, ages, income, activities used, frequency, estimated spending, satisfaction and suggestions for improvement. Nine scouts helped conduct the survey. This survey was conducted for the Sheboygan County Planning and Resources Department.]*

[Name] is the Senior Patrol Leader of Troop [ # ] and has served as patrol leader and quartermaster. He attended the Bay-Lakes Council's junior leader training program and OKPIK winter training, and Troop [ # ]'s high adventure trip to the Boundary Waters of northern Minnesota. [Name] is a member of the Order of the Arrow.

A freshman at [Howards Grove] High School, [Name] is active in football and wrestling.

[Name] is the son of [Name of father and mother and town].

The Scoutmaster for Troop [ # ] is [Scoutmaster's name].

◆ **Suggestions for People to Invite to the Eagle Scout Court of Honor**

- ✓ Immediate family
- ✓ Close relations (grandparents, aunts, uncles, cousins, etc.)
- ✓ Godparents
- ✓ Friends
- ✓ Troop committee
- ✓ Troop members
- ✓ Past Eagle Scouts from troop or in the area
- ✓ Past Cub Scout and Boy Scout leaders
- ✓ Council Officials
  - Council Executive
  - Council President
  - Council Commissioner
  - Council Staff
  - Volunteers
  - Other Scouters
- ✓ District Officials
  - District Executives
  - Other Scouters
- ✓ Cub Scout Pack
- ✓ Webelos leaders and Webelos Scouts
- ✓ Chartered organization representative
- ✓ Scoutmasters of other Boy Scout troops
- ✓ City/Village officials
- ✓ State officials
- ✓ Police or Sheriff Department leaders
- ✓ School officials and teachers



◆ **Example of a Special Award Presentation (Silver Dollar)**

**Silver Dollar Presentation to Eagle Scout**

It is tradition in our District to present each new Eagle Scout with a silver dollar. This is part of the link that binds our Eagles together and to Scouting. The silver dollar, which we present, is an Eisenhower series, which depicts an Eagle landing on the moon. This scene was chosen for this special coin because the Apollo astronauts chose the name of "Eagle" for the first lunar lander. Many of us will never forget that historic message from the moon in the summer of 1969, "The Eagle has landed". But the story goes further than Neil Armstrong, the first human to set foot on another heavenly body, is an Eagle Scout. In fact many of the astronauts who walked on the moon are Eagle Scouts.

The Eagle on this coin is symbolic of them, and, we hope, of you. It is a proud Eagle, wings spread wide, talons extended, and his beak open as if to proclaim his success to the whole world. He is proud of that great achievement, as you are proud of your achieving the Eagle rank, and we are proud of you. That Eagle never gave up, overcame many obstacles, never lost sight of his dream, much the same as you have done. You have reached a great goal, and we share your joy and pride with you.

A silver dollar doesn't buy much these days, but what this one represents is priceless. It is my hope that you will keep it as a memento of this day. As you come across it in later years, may you remember all that it represents. Perhaps some day when you feel down on your luck, you will take out this dollar and remember how you kept going on, and the difficulties that you had to overcome to reach this goal. Maybe it will give you that little something which so often means success instead of giving up. You are today an Eagle Scout, a winner, one of the select few. Never forget it, and all that this dollar represents.

Parent, family, and friends, "The Eagle has landed." Support his dreams and ambitions. He cannot duplicate Neil Armstrong's task, but he can make a difference and help bring peace on Earth to all.

Congratulations. May God's blessing be with all of you.

◆ Order Page for “The Eagle Court of Honor Book”



**The complete guide to Scouting’s greatest moment.**

Since it first appeared, tens of thousands of Scouters have relied on *The Eagle Court of Honor Book* to make Scouting’s greatest moment truly great. In a straightforward style, the book answers every question you might have about Eagle courts of honor, from why you should hold a court of honor in the first place to who should participate to what equipment and supplies you might need.

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	<i>Scoutmaster's Other Handbook</i>	\$14.95	
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			<input type="checkbox"/> Media
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