

**Application for Approval of Alternate  
Tenderfoot, Second Class, or First Class  
Rank Requirements**

*Boy Scouts of America Northeastern Pennsylvania Council  
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570-207-1227*

*Revised: 07/2014*

The NEPA Council Advancement Committee has developed this application to expedite the process of applying for Tenderfoot, Second Class, and First Class alternate requirements as detailed in the BSA official policy statement below.

### ***Tenderfoot, Second Class, and First Class Ranks Alternative Requirements***

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*A Scout who has a permanent physical or mental disability (or a disability expected to last more than two years or beyond the 18th birthday) and is unable to complete all of the requirements for Tenderfoot, Second Class, or First Class rank may, with his parents or guardian, submit a request to the council advancement committee to complete alternative requirements. Below are the procedures for applying for alternative requirements.*

1. ***Do As Many Standard Requirements As Possible.*** Before applying for alternative requirements, the member must complete as many of the standard requirements as his ability permits. He must do his very best to develop himself to the limit of his abilities and resources.
2. ***Prepare a Request for Alternative Requirements.*** Once they have done their best to the limit of their abilities and resources, the unit leader or a troop committee member submits to the council advancement committee, a written request for alternative requirements for Tenderfoot, Second Class, and First Class ranks. It must show what has been completed, and suggest the alternatives for those requirements the Scout cannot do.
3. ***Secure a Medical Statement and Provide Supporting Documents.*** The request must be accompanied by supporting letters from the unit leader, a parent or guardian, and the member (if possible), as well as a written statement from a qualified health professional related to the nature of the disability. This may be a physician, neurologist, psychiatrist, psychologist, etc., or an educational administrator as appropriate. Statements must describe the disability; cover the Scout's capabilities, limitations, and prognosis; and outline what requirements cannot be completed. Additional information such as Individualized Education Plans (IEP) provided to parents by schools, and various treatment summaries and reports, may help an advancement committee make an informed decision.
4. ***The Advancement Committee Reviews the Request.*** The council advancement committee reviews the request, utilizing the expertise of professional persons involved in Scouts with disabilities. The committee may want to interview the Scout, his parents, and the unit leader to fully understand the request and to make a fair determination. The committee's decision should be recorded and delivered to the Scout and the unit leader.

(Source: <http://www.scouting.org/scoutsources/boyscouts/advancementandawards/earlyalt.aspx>)

#### **Please Note:**

##### **Simple Modifications**

Simple modifications very close to existing requirements need not be approved. A Scout in a wheelchair, for example, may meet the Second Class requirement for hiking by "wheeling" to a place of interest. Allowing more time and permitting special aids are also ways leaders can help Scouts with disabilities make progress. Modifications, however, must provide a very similar challenge and learning experience.

##### **Star, Life, and Eagle Rank Requirements**

Alternatives are not available for the Star, Life, and Eagle rank requirements. Scouts may request approval for alternative merit badges, but the other requirements for those three ranks must be fulfilled as written.

## Basic Information

Scout's Name (*please print*): \_\_\_\_\_

Unit No.: \_\_\_\_\_

Unit Chartering Organization: \_\_\_\_\_

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## Required Enclosures

Please enclose the following materials with this application:

1.) A written request from the unit leader or unit committee member for alternative requirements for Tenderfoot, Second Class, and First Class ranks. The request must show the requirements that have been completed, and suggest the alternatives for those requirements the Scout cannot do. **The Scout must complete as many of the regular requirements as his ability permits before applying for alternate requirements.**

2.) A letter in support of the request for alternative requirement approval from each of the following individuals:

- ✓ The unit leader.
- ✓ A parent or guardian.
- ✓ The Scout (if possible).

3.) A written statement from a qualified health professional related to the nature of the disability. This may be a physician, neurologist, psychiatrist, psychologist, etc., or an educational administrator as appropriate. Statements must describe the disability; cover the Scout's capabilities, limitations, and prognosis; and outline what requirements cannot be completed.

4.) If available, additional information such as Individualized Education Plans (IEP) provided to parents by schools, and various treatment summaries and reports, may help an advancement committee make an informed decision.

### *~ Completed Application ~*

*Once completed, this application should be forwarded to the Scout Service & Training Center to the attention of the Council Registrar, who will forward it to the Council Advancement Committee for review.*