

Training

CAP CADET TRAINING PROGRAM

CAPR 52-16, 1 April 2003, is supplemented as follows:

1-1. Additional Standards for Overnight Cadet Activities:

- a. At all overnight cadet activities at which male cadets are present, at least one senior member must be male, and at which female cadets are present, at least one senior member must be female.
- b. At overnight activities attended by cadets from more than one unit, each unit is responsible for providing such senior member escorts as are required by subparagraph (a.) above for the cadets of that unit. This requirement may be waived by the event project officer when consideration of all circumstances, including the number of cadets and senior members present and the design of the facilities for overnight accommodations leads the project officer to conclude that adequate protection for all members are available without requiring each unit involved in the activity to comply with subparagraph (a.).
- c. The requirement of subparagraph (a.) may be waived in writing by the Wing Commander during an actual emergency or under circumstances where the Commander concludes that appropriate protection is present.
- d. Where cadets attending Civil Air Patrol events are allowed to arrange their own accommodations (e.g., Wing Conferences held

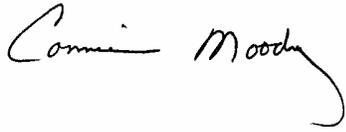
in hotels) the parent or guardian of each cadet must be notified in writing that a senior member escort **will not** be supervising the conduct of the cadets outside of scheduled activities.

4-3. Selection procedures will be in accordance with WV Wing Supplement 52-16, Attachment 1. Additional requirements can be found in WV Wing Supplement 52-16, Attachments 1 and 3.

5-6a. Additional Requirements for senior member applicants: Senior member must also be at 21 years of age and must meet height, weight, and grooming standards for wearing the CAP uniform as outlined in CAPM 39-1. In addition, senior members who want to attend encampments must be physically and emotionally able to supervise cadets and must have been a member of Civil Air Patrol for at least six months prior to the encampment.

5-7b. Additional Selection Priorities for Cadets: Phase III and Phase IV cadets who have attended several prior encampments will be allowed to attend the activity only if their participation is needed to staff the encampment in some manner.

5-7c. Added. Denied Applicant: The encampment commander has the authority to refuse any cadet or senior member application to the encampment if the applicant has violated encampment regulations at previous activities or if they have caused behavior or discipline problems.

A handwritten signature in black ink that reads "Connie Moody". The signature is written in a cursive style with a large, sweeping flourish at the end of the name.

CONNIE MOODY, Lt Col, CAP
Administrative Officer

RODNEY F. MOODY, Colonel, CAP
Commander

SOLO SCHOLARSHIP AWARD CHECKLIST

I. Cadet Eligibility requirements and Application Procedures (Ref. CAPR 52-16, Chapter 4-3)

- _____ 1. Be 16 years of age prior to starting date of training or at least 14 years of age for glider training.
- _____ 2. Have completed a minimum of four achievements in Phase II of the cadet program prior to participation in the solo scholarship flight training program.
- _____ 3. Complete a CAPF 95, including an essay in 1000 words or less explaining why you should be awarded this opportunity, and give the completed form to your Unit Commander.
- _____ 4. Unit Commanders should ensure that the CAPF 95 has been completely and properly filled out, verify that the cadet meets the above eligibility requirements, and sign the CAPF 95 indicating so.

II. Items to accomplish after the CAPF 95 has been approved (Ref. CAPR 52-16, Chapter 4-3)

Cadets must:

- _____ 1. Determine if a CAP or Non-CAP aircraft will be used for completion of the scholarship.
- _____ 2. Obtain and possess at least a Class III FAA Medical and Student Pilot Certificate.
- _____ 3. Have the parental consent form signed. **(Not required for Non-CAP Aircraft)**
- _____ 4. Obtain, read, complete, and sign a copy of the Solo Scholarship Agreement. NOTE: Do not fill in the date at the beginning of the Agreement. It will be completed by the Wing Commander when he signs it.
- _____ 5. Locate an appropriate flight instructor and have them sign the Agreement.
- _____ 6. Give the CAPF 95, the Parental Consent Form (if required), the Solo Scholarship Agreement, and a photocopy of your Class III Medical and Student Pilot Certificate to your Unit Commander.
- _____ 7. If a CAP aircraft will be used, the Unit Commander needs to decide if the unit will pay for the aircraft and/or fuel costs, or if the cadet will be responsible for aircraft and/or fuel costs. This should be indicated on the Solo Scholarship Agreement. For Non-cap Aircraft, the student will be responsible for all costs during training.
- _____ 8. The Unit Commander should examine the application package, and if everything is in order, sign the Agreement and send all of the forms below to WV Wing HQ, Attention: CPS.

Application Package List

- _____ Properly completed CAPF 95, with the essay, and Unit Commander’s signature.
- _____ Signed Parental Consent Form. (**Not Required for Non-CAP Aircraft**)
- _____ Completed and signed Solo Scholarship Agreement.
- _____ Photocopy of Class III Medical/Student License.

III.. Wing Headquarters Procedures:

- _____ 1. The Wing Commander will then examine everything and, if approved, will sign and date the Solo Scholarship Agreement, returning it and a copy of the Agreement to the Unit Commander, indicating approval to begin flight training.

IV. Flight Training (15 Hours, 2 Solo min., 1 year time limit)

Start Date: _____ Finish Date: _____

NOTE: The start date will be the date the Agreement is signed by the Wing Commander. The finish date will be the date the cadet signs the CAPF 7 indicating completion.

V. Post Flight Training Requirements

- _____ 1. Complete a CAPF 7 including the cadet’s signature as soon as possible after completion of flight training.
- _____ 2. Fax or mail the completed CAPF 7 and a photocopy of the solo endorsement on the reverse side of the Class III Medical/Student Pilot Certificate to WV Wing HQ, Attention: CPS.

WV Wing Headquarters must:

- _____ 1. Upon receipt of the CAPF 7 and solo endorsement, WV Wing will provide reimbursement to the cadet and/or unit, as applicable: for CAP Aircraft, 15 hours of aircraft costs and \$150 fuel and oil expenses will be reimbursed. For Non-CAP Aircraft, WV Wing will reimburse the cadet \$150 for fuel and oil expenses.

Example: Aircraft cost = \$20/hr (C-172 180 hp) x 15 hrs = \$300
 \$15/hr (HRC 172 160 hp) x 15 hrs = \$225

Fuel and oil = \$150

Total reimbursement if paid entirely by unit or cadet in CAP aircraft \$450 or \$375

Total reimbursement if Non-CAP Aircraft is used - \$150

- _____ 2. The Wing Commander must sign the CAPF 7 and send it to NHQ-CAP for possible reimbursement of \$150 to WV Wing.

**WEST VIRGINIA WING SOLO SCHOLARSHIP
PARENTAL CONSENT STATEMENT**

Date: _____

1. _____
Cadet's Name: Last, First MI Social Security Number

is hereby granted permission to travel by military or CAP-USAF Government Contract Aircraft for the purpose of participating in Civil Air Patrol's Solo Scholarship Program.

2. I understand that military airlift and facilities are provided at the convenience of the military and that my dependent may be required to defray the cost of commercial transportation to or from activity location and/or quarters.

Parent or Legal Guardian Signature

Parent or Legal Guardian Printed Name

NOTE: Parental approval in writing is required for CAP Cadets under 18 years of age before they will be permitted to fly on military/CAP-USAF Government Contract Aircraft.

WV SOLO SCHOLARSHIP AGREEMENT

This agreement made and entered into this _____ day of _____ 20 ____, and between _____, in capacity as Commander of the West Virginia Wing, Civil Air Patrol, hereinafter referred to as "CAP" and Cadet _____, hereinafter referred to as "student" and _____, referred to as "instructor" and _____, as Unit Commander of the _____ Unit, hereinafter referred to as "unit".

WHEREAS: Student has been selected to receive the CAP Solo Scholarship Award.

WHEREAS: This agreement is intended to set out the understanding between the parties concerning the rights, duties and obligations concerning said solo scholarship.

NOW THEREFORE WITNESSETH that for and in consideration of the premises, the parties hereto agree as follows:

1. The Unit Commander concerned states that the student meets all eligibility requirements for award of this solo scholarship.
2. If a CAP aircraft is to be used, the unit concerned and the student will be responsible to arrange for an instructor (CFI), who is a CAP member. The name of the instructor must be furnished to the Wing Commander. If a Non-CAP aircraft is to be used, the student will be responsible to arrange for an instructor (CFI).
3. If a CAP aircraft is to be used, CAP agrees to make available to instructor and student, a CAP aircraft in which to accomplish the aforesaid flight instruction.
4. Student agrees to make himself/herself available to instructor, at the convenience of the instructor, at such times and for sufficient periods of time which allow for the timely completion of the aforesaid flight training.
5. Instructor states that he/she is a current FAA Certified Flight Instructor.
6. Student agrees to furnish a copy of his/her FAA Medical Certificate to Wing Headquarters.
7. For CAP aircraft, the parties agree that the aircraft costs will be paid by the _____ (unit or student). The fuel and oil will be paid for by the _____ (unit or student). For Non-CAP aircraft, the student will be responsible for all costs.

8. The student agrees that for a non-unit funded scholarship using a CAP aircraft he/she will be solely responsible for all costs, as indicated in item 7, incurred in completion of the flight training in CAP Aircraft used for instruction. Aircraft insurance for a CAP aircraft for student instruction will be paid for by WV Wing CAP.
9. The unit agrees that for a unit funded scholarship using a CAP aircraft, it will be responsible for all costs, as indicated in item 7, incurred in completion of the flight training in CAP Aircraft used for instruction. Aircraft insurance for a CAP aircraft for student instruction will be paid for by WV Wing CAP.
10. If a Non-CAP aircraft is being used, the student agrees that he/she will be solely responsible for all costs, including insurance. WV Wing will not be responsible for any costs.
11. CAP will tender to student or unit, as applicable, the amount for 15 "Hobbs" hours of aircraft flight time for CAP aircraft, and \$150 for fuel and oil expense for CAP or Non-CAP aircraft, only upon the timely completion of this scholarship indicated by the receipt at Wing HQ of a properly completed CAPF 7, and a photostatic copy of the student's solo endorsement on the overleaf side of the Class III Medical.
12. The parties agree that the instruction provided for herein will be complete no later than ____ day of _____ 20 ____, which is one year from the date this agreement was made.
13. The parties agree that if the 15 hours of instruction are not completed before the deadline stated above, CAP will not be required to reimburse the student or squadron for any costs. Also, the student will be required to reimburse the squadron an costs paid for by the squadron, as indicated in item 7, if the instruction is not completed by the deadline stated above.
14. Contract must be completed and returned to Wing HQ for approval in order to initiate this scholarship.

Wing Commander

Unit Commander

Flight Instructor

Cadet/Student Pilot