

## CIVIL AIR PATROL NATIONAL HEADQUARTERS

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### POINT OF CONTACT:

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## BULLETIN

# Cadet Programs releases new publications

In August, the National Board ratified a new CAPR 52-16, *Cadet Program Management*. Your main source for Cadet Program policies, the new regulation takes effect on **1 October 2006**. Outlined below are some of the regulation's most significant policy changes. The paragraph references (*shown in parentheses*) point you to the relevant section in the new regulation, available now at [cap.gov/cadets](http://cap.gov/cadets).

**Physical Fitness:** Since February 2005, you have been administering the Cadet Physical Fitness Test using the “run plus 2 out of 3” rule. We have updated CAPR 52-16 accordingly. Additionally, we have issued a change to CAPP 52-18 to bring that pamphlet in-line with the regulation. (*Paragraph 1-2c3*)

**Training Leaders of Cadets:** The new regulation includes basic guidance for the TLC course. These guidelines give wings flexibility in running the TLC program, while ensuring students meet meaningful course objectives. (*Paragraph 1-3e*)

**Obstacle & Confidence Courses:** Cadets may continue to participate in obstacle or confidence courses, provided that seniors take basic safety precautions. This rule recognizes the value of those courses, but ensures that safety will be a priority. (*Paragraph 1-4f*)

**Respect for Others:** The new regulation clarifies how CAP expects cadets and their leaders to behave. Also new is a “bright line rule” prohibiting senior members from dating cadets. This policy was adopted in recognition of the intrinsic responsibilities seniors have to safeguard cadets. (*Paragraph 1-4h*)

### AT A GLANCE

NEW OR REVISED PUBLICATION	DISTRIBUTION	PRIOR EDITION
CAPR 52-16, Cadet Program Management	Online	Obsolete
CAPP 52-18 (C1), Cadet Physical Fitness Program	Online	Obsolete
CAPF 50, Cadet Leadership Feedback (4 forms)	Online	May Be Used
CAPF 66, Cadet Master Record	Online*	May Be Used
CAPT 64-1, Mitchell Award Exam – Leadership Test	Enclosed	Obsolete
CAPT 64-2, Mitchell Award Exam – Aerospace Test	Enclosed	Obsolete
CAPT 65-1, Earhart Award Exam – Leadership Test	Enclosed	Obsolete
CAPT 65-2, Earhart Award Exam – Aerospace Test	Enclosed	Obsolete
CAPVA 52-1, Cadet Program Specifications	Obsolete	Obsolete
CAPVA 52-2, Cadet Progress Chart I & II	Obsolete	Obsolete
CAPVA 52-3, Cadet Progress Chart III & IV	Obsolete	Obsolete

\* CAPF 66 continues to be available from NHQ in hard copy.

**Cadet Uniform Program:** All cadets remain eligible for the Cadet Uniform Program upon joining CAP. (A few months ago, CAP had planned to change the eligibility criteria.) Thanks to the CUP, cadets can get outfitted with a uniform right away, so long as federal funds are available. (*Paragraph 2-1c*)

### Two-Month Rule for Cadet Progression:

This rule simplifies cadet progression by standardizing the time-in-grade requirement at 2 months between achievements *and* milestone awards, except the Spaatz. Many commanders found the “old” rule confusing. The new rule is easier to administer, and cadets can still earn milestone awards at the same pace as before. (*Paragraph 2-3a*)

**Leadership Expectations:** To help cadets develop the right leadership skills at the right time, the new regulation includes a “Leadership Expectations” chart. When mentoring cadets, you’ll find the chart to be a helpful tool. The expectations also provide the criteria for the CAPF 50, mentioned below. (*Paragraph 2-4c*)

	ACHIEVEMENT or AWARD	“OLD” TIMETABLE*	“NEW” TIMETABLE
Phase I	1	Upon joining	Upon joining
	2	2 months	2 months
	3	4	4
Phase II	Wright Bros Award	6 <i>Cadets may earn a milestone award and the next achievement on the same night.</i>	6
	4	6	8
	5	8	10
Phase III	6	10	12
	7	12	14
	8	14	16
Phase IV	Mitchell Award	18	18
	9	18	20
	10	20	22
Phase III	11	22	24
	Earhart Award	26 <i>Cadet sits idle for 4 months because CAP currently requires a minimum time to complete each phase.</i>	26
	12	26	28
Phase IV	13	28	30
	14	30	32
	15	32	34
Phase IV	16	34	36
	Eaker Award	38	38
	Spaatz Award	38	38

**Moral Leadership:** When we discuss ethics in CAP, the Core Values are our vocabulary. Therefore, cadets will attend a special moral leadership forum on the Core Values before participating in a traditional forum and earning their Curry (see CAPP 265-2 for materials). Second, just as there is one leadership test, one aerospace test, and one CPFT required for each achievement, cadets are now required to attend at least one moral leadership forum per achievement. (But in practice, if you hold forums monthly, cadets will still attend two or more forums per achievement.) This reform reduces your administrative burden because under the “old” rule, when you wanted to track promotion eligibility, you had to do some complex recordkeeping. Finally, cadets are no longer required to serve as recorders and discussion leaders, although you may continue using them in those roles. (*Paragraph 2-5e*)

**Mitchell & Earhart Exams:** We have separated the leadership and aerospace components for these exams so that cadets now must pass an aerospace test and a leadership test to earn these awards. Cadets should find this practice helpful. If they pass leadership but fail aerospace, for example, they need only re-take the aerospace test. While the subject matter of these exams has not changed – they remain comprehensive tests covering everything going back to the Curry -- the Mitchell will emphasize Phase II material, the Earhart Phase III material. (*Paragraphs 2-6g & 2-7g*)

**Mentoring and Instructing:** During Achievements 8 and above, cadets have been serving as aerospace mentors and instructors. This rule has changed slightly. Now mentoring and instructing duties begin at Achievement 9, and cadets receive credit for mentoring or instructing in any aspect of the Cadet Program. This modification broadens cadets’ opportunities to help junior cadets. (*Paragraphs 2-7f & 2-8f*)

**Sorensen & Mission Awards:** We have incorporated into CAPR 52-16 guidelines for two awards that were approved last year. The Sorenson award recognizes the senior member Cadet Programs officer who has contributed the most during the previous year. The mission award recognizes the wing with the most outstanding Cadet Program in each region and nationally. Of course, our national leaders created these awards as yet another way to thank volunteers for the support they provide to cadets. (*Paragraph 2-11*)

## **NEW TESTS**

As discussed above, the Mitchell and Earhart exams have changed. Enclosed in this mailing are two copies of the tests shown below. Answer keys are included inside each test booklet.

- CAPT 64-1, Billy Mitchell Award Exam - Leadership Test**
- CAPT 64-2, Billy Mitchell Award Exam - Aerospace Test**
- CAPT 65-1, Amelia Earhart Award Exam - Leadership Test**
- CAPT 65-2, Amelia Earhart Award Exam - Aerospace Test**

These tests replace the CAPT 64, *Mitchell Exam*, and CAPT 65, *Earhart Exam*, both dated April 2003. Please destroy all copies of those “old” tests. As you add these four new tests to your inventory, we suggest you spot-check the other tests in your files, using the attached *Testing Officer’s Quick Reference*.

## **NEW FORMS**

**CAPF 50, Leadership Feedback:** The CAPF 50 is a series of four forms, one for each phase in the Cadet Program. Each form is tailored to match the skills identified on the “Leadership Expectations” chart found in the new regulation and mentioned above. User-friendly instructions explain how to use the form as a mentoring tool. With the old form, the evaluation criteria took a “one size fits all” approach. Some criteria was germane to airmen but not officers, and vice versa. With the new CAPF 50, you’ll evaluate how well new cadets follow directions, or how well cadet officers delegate.

**CAPF 66, Cadet Master Record:** The policy changes included in the new CAPR 52-16 slightly affect the CAPF 66. Therefore, we have made a handful of minor modifications to this form, but not so much that the “old” form (dated 2003) is unusable. We will continue to distribute the 2003 version until our supplies are exhausted. Thereafter, we will make the new CAPF 66 available as a hard copy. In the meantime, feel free to continue using the “old” form, or download and print the “new” form on your own, if you are eager to begin using it.

**Common Questions:** Do you have to transition all of your cadets into the new CAPF 66? No. Can you have half of your cadets in the “old” form, and half in the “new” form? Sure. The choice is yours.

## **DISTRIBUTION**

Our senior leaders have asked us to distribute publications via the web whenever possible, as opposed to printing several thousand hard copies at great expense. Therefore, the new regulation and all related forms are available only online at [www.cap.gov/cadets](http://www.cap.gov/cadets). As explained above, the CAPF 66 is an exception to this rule; it continues to be available through the NHQ Mailroom.

## **QUESTIONS?**

We hope this bulletin gives you a good understanding of what’s new in Cadet Programs and why our national leaders have made these changes. If you have any questions, please contact your wing director of cadet programs. If your question stumps your DCP, we’ll be glad to assist. On behalf of everyone here at CAP National Headquarters, *thank you* for your continued support of Civil Air Patrol cadets.

- CURT LAFOND, Education Manager

# TESTING OFFICER'S QUICK REFERENCE

This table lists only Cadet Program written exam requirements.  
Additional promotion requirements apply. See CAPR 52-16 for details.

OCTOBER 2006

Supersedes July 2006  
Updates highlighted in gray

ACHIEVEMENT	LEADERSHIP LABORATORY	AEROSPACE EDUCATION
1	<i>Leadership*</i> Chapter 1 CAPT 68, July 2006 Closed-book test. Un-timed. 70% passing score	No test required
2	<i>Leadership*</i> Chapter 2 CAPT 68, July 2006 Closed-book test. Un-timed. 70% passing score	<i>Aerospace Dimensions</i> : complete module tests in any order CAPT 61, April 2003, with January 2005 errata memo Closed-book test. Un-timed. 70% passing score.
3	<i>Leadership*</i> Chapter 3 CAPT 68, July 2006 Closed-book test. Un-timed. 70% passing score	<i>Aerospace Dimensions</i> : complete module tests in any order CAPT 61, April 2003, with January 2005 errata memo Closed-book test. Un-timed. 70% passing score.
Wright Bros. Award	<i>Leadership*</i> Chapters 1-3 CAPT 60, April 2003 Closed-book test. Un-timed. 80% passing score	No test required.
4—7	<i>Leadership*</i> Chapters 4-7 respectively CAPT 68, July 2006 Closed-book test. Un-timed. 70% passing score	<i>Aerospace Dimensions</i> : complete module tests in any order CAPT 61, April 2003, with January 2005 errata memo Closed-book test. Un-timed. 70% passing score.
8	Essay and speech in lieu of a written test. See CAPR 52-16, chapter 2, for details.	No test required.
Mitchell Award	Leadership topics; see CAPR 52-16 for details CAPT 64-1, October 2006 Closed-book test. 1-hour time limit. 80% passing score	<i>Aerospace Dimensions</i> , modules 1-6 CAPT 64-2, October 2006 Closed-book test. 1-hour time limit. 80% passing score.
9—11	<i>Leadership*</i> Chapters 8-10 respectively CAPT 68, July 2006 Closed-book test. Un-timed. 70% passing score	<i>Aerospace: Journey of Flight</i> : complete tests in any order CAPT 63, January 2001 <u>Open-book</u> test. Un-timed. 70% passing score.
Earhart Award	Leadership topics; see CAPR 52-16 for details CAPT 65-1, October 2006 Closed-book test. 1-hour time limit. 80% passing score	<i>Aerospace Dimensions</i> , modules 1-6 CAPT 65-2, October 2006 Closed-book test. 1-hour time limit. 80% passing score.
12-13	<i>Leadership*</i> Chapters 11-12 respectively CAPT 68, July 2006 Closed-book test. Un-timed. 70% passing score	No test required.
14-16	<i>Leadership*</i> Chapters 13-15 respectively CAPT 68, July 2006 Closed-book test. Un-timed. 70% passing score	<i>Aerospace: Journey of Flight</i> : complete tests in any order CAPT 63, January 2001 <u>Open-book</u> test. Un-timed. 70% passing score.
Eaker Award	Essay and speech in lieu of a written test. See CAPR 52-16, chapter 2, for details.	No test required.
Spaatz Award	The Spaatz Award Exams are administered by CAP-USAF personnel. See CAPR 52-16, chapter 2, for details. The administrator's guide, CAPP 52-13, will also be helpful.	

\* Two editions of the leadership textbook are in circulation. *Leadership: 2000 and Beyond* is virtually identical to its second edition, *Leadership for the 21st Century*. Cadets may study either textbook. All test questions will be found in both textbooks.

TO ORDER TESTS contact the Cadets' Registrar at 1-877-227-9142 x203, or via fax at 334-953-4262.

IS THIS TESTING OFFICERS' QUICK REFERENCE CURRENT? SEE [WWW.CAP.GOV/CADETS](http://WWW.CAP.GOV/CADETS)