

CIVIL AIR PATROL

# CADET WINGS

— GUIDE —



CAPP 60-43  
June 2023

A Program in CAP's  
**YOUTH  
AVIATION  
INITIATIVE**



The goal of Cadet Wings is to assist cadets in obtaining their Private Pilot Certificate, recognized by industry as the first milestone for those who have a serious desire to pursue a flying career.



On the Cover: (L) to (R) Cadet Wings Graduates Gabriella Pfang (#164), Rachel Smith (#165), Estelle Roche (#166), and Claire Gerber (#168). They received their flight training through Cadet Wings Advanced Flight Academy, Summer 2022.

## CAPP 60-43 CADET WINGS GUIDE June 2023

### SUMMARY OF CHANGES

This publication replaces CAPP 60-43, Cadet Wings Guide, August 2022. Substantive changes made since previous edition. Because of the extent of changes, individual changes are not marked.

### TABLE OF CONTENTS

Part 1	INTRODUCTION.....	4
1.1	YOUNG EAGLES MEMBERSHIP.....	5
1.2	KEY CONTACTS .....	5
Part 2	APPLICATION PROCESS .....	6
2.1	TIMELINE.....	6
2.2	ELIGIBILITY .....	6
2.3	IDEAL CANDIDATE PREREQUISITES .....	7
2.4	DISTINGUISHED GRADUATES .....	7
2.5	ACRONYMS & DEFINITIONS.....	7
2.6	FLIGHT PATH METHODS .....	8
2.7	FLIGHT PATH TRACKS.....	8
Part 3	CATEGORIES & PROGRESS.....	10
3.1	CADET PROTECTION AWARENESS .....	10
3.2	CANDIDATE CATEGORIES.....	10
3.3	EXPECTED PROGRESSION.....	11
3.4	PROGRESS TRACKING AND DISENROLLMENT.....	12
Part 4	SUPPORT ROLES.....	13
4.1	ROLES of SUPPORT PERSONNEL .....	13
	ATTACHMENT 1 CADET WINGS COMMITMENT STATEMENT .....	15
	ATTACHMENT 2 OBJECTIVE SCORING POINTS .....	16
	ATTACHMENT 3 REQUIRED DOCUMENTS .....	17
	ATTACHMENT 4 NAVIGATOR AGREEMENT .....	18

## Part 1 INTRODUCTION

Cadet Wings provides funded training to selected Civil Air Patrol cadets to earn their Private Pilot Certificate (PPC) in the Airplane (Single Engine Land-ASEL or otherwise known as powered), Glider, or Lighter-than-air (Balloon) categories and classes. The United States Air Force and other funding partners such as the James C. Ray Foundation have allocated Civil Air Patrol (CAP) funds for CAP cadet flight training with the goal of fulfilling its mission of developing tomorrow's aerospace leaders.

As part of the Youth Aviation Initiative (YAI), Cadet Wings is a merit-based program, providing formal flight training for CAP cadets pursuing a PPC. The PPC is recognized by industry as the first milestone for those who have a serious desire to pursue a flying career. Cadet Wings also includes needs-based elements to remove financial barriers for economically disadvantaged cadets.

This guide outlines the goals and benefits, describes procedures, and explains the application and selection process from initial stages to full enrollment. Because of the significant time and money required to achieve a PPC, the selection process is very competitive.

Research published by the Aircraft Owners and Pilot Association shows that 80% of student pilots drop out of training. Achieving a dream should not be fraught with disappointing starts and stops, but it can be hard work!

Financial burdens, poor flight instruction, the solo plateau, unrealistic expectations on time involved, not setting clear goals, lack of structure, lack of a mentor, check-ride failure, and losing joy in flying are the top nine barriers to success. Cadet Wings is designed to address these reasons people are not successful. By providing financial support, constructing, and adhering to a personalized flight plan, assigning a mentor, conducting periodic assessments to determine progress in the program, and evaluating quality of the instruction, this program will put you on and help keep you on a path to success.

Cadet Wings goals are for

- participants to earn their PPC at greater rate compared to the General Aviation (GA) community
- participants to earn their PPC in fewer hours than the GA community average
- the mean cost per PPC to be less than the GA community average
- the percentage of program funds devoted to overhead remains below 12%
- the program critiques from all stakeholders, cadets, instructors, mentors, and vendors, indicate a positive experience
- a diverse population equal to or above demographic benchmark

Eddie Rickenbacker, World War I Ace and Medal of Honor recipient, said, "Aviation is proof that given the will, we have the capacity to achieve the impossible." Use this guide to achieve the impossible.

## 1.1 YOUNG EAGLES MEMBERSHIP

Prior to applying for the Cadet Wings, every cadet should become an Experimental Aircraft Association (EAA) "Young Eagle." As a CAP cadet, once you complete your first CAP orientation flight, you are eligible to become a Young Eagle with a student membership in EAA. The maximum age to join as a 'Student Member' is 18 ½ years of age. This membership provides resources which will help you become an *ideal candidate* for Cadet Wings. Your cadet status as a Young Eagle comes with no obligations but offers great benefits, including:

- FREE access to Sporty's Learn to Fly Course (\$279.00 value)\*
- FREE access to AeroEducate
- FREE first flight lesson (\$130 value)\*\*
- FREE Soaring Society of America Cadet Membership
- FREE admission to 400+ science and technology museums
- FREE Academy of Model Aeronautics Student Membership
- FREE electronic copy of EAA Sport Aviation magazine
- FREE access to EEA Virtual Flight Academy - Stage One: Fundamentals of Flight (\$29.95 value)
- Access to valuable flight training awards, education scholarships, and Air Academy camperships

*\* This interactive online course uses real-world video and incredible 3D animations to help you learn the basics of flight. Plus, EAA will reimburse you when you pass your Federal Aviation Administration (FAA) Airman Knowledge Test also known as the "Written Exam" (\$175 value).*

*\*\*Upon completion of the first three volumes of the Sporty's Learn to Fly Course*

Monthly, an email is sent from NHQ to each cadet whose first orientation flight is posted in eServices the previous month. The email explains how to get the Young Eagles benefits. For more information see the [Young Eagles link on the CAP website](#). If you did not receive this email, contact [cadets@capnhq.gov](mailto:cadets@capnhq.gov) and ask for instructions on joining.

## 1.2 KEY CONTACTS

The following individual is your key contact to help you plan, coordinate, and execute the major facets of the program, as you begin your journey towards earning your PPC. In addition, they serve as your first line of communication as it relates to the operation and oversight of Cadet Wings.

- Mrs. Kathrine Schmidt  
Program Manager, Cadet Wings and Flight  
[cadetwings@capnhq.gov](mailto:cadetwings@capnhq.gov)  
(HQ) 877-227-9142  
(O) 334-953-9141

Additionally, aviation experts are assigned as panel members on the YAI Panel to focus on day-to-day processing, coordination, and mentoring. Your Wing also provides a primary point of contact to serve as local liaison.

## Part 2 APPLICATION PROCESS

### 2.1 TIMELINE

1 July	Application window opens, cadets begin applying online in eServices CadetInvest module for Cadet Wings
15 July	YAI Panel begins review of Ideal Candidate applications that have unit/wing approvals, in order of date received. (First come, first served)
30 Sept 12:00PM CDT	Application deadline to be considered for Cadet Wings (all slots could be filled with Ideal Candidates before CadetInvest closes 30 Sept)
1 Oct - 14 Oct	Units and Wings approve CadetInvest applications in eServices
15 Oct- 19 Oct	Objective scoring program runs, Cadet Wings Team verifies all business rules are applied and adjusted
20 Oct	YAI Panel continues review and recommendations on all candidate categories (all slots could be filled with Ideal Candidates during early review)
As selected	Announcements go out to cadets via email notifying them of their category, status, and next steps

### 2.2 ELIGIBILITY

- 1) You must be a current cadet member in good standing at time of application AND throughout the duration of enrollment.
- 2) Cadets must have completed Achievement 1.
- 3) By FAA standards, you must be at least 16-years old for solo operation of anything other than a glider or balloon, and at least 14-years old for solo operation of a glider or balloon. To take the FAA Private Pilot Practical Test the FAA requires that you be at least 17 years of age for anything other than a glider or balloon, and at least 16 years old for a glider or a balloon. Cadets can be enrolled if they are within 6 months of the required age for the FAA Private Pilot Practical Test at enrollment and meet the required age by September 10<sup>th</sup> of the Cadet Wings fiscal year.
- 4) You must pass your FAA Private Pilot Practical Test prior to your 21st birthday.
- 5) Cadets who are not U.S. citizens are responsible for obtaining and submitting all State Department, Transportation Security Administration (TSA), and FAA required paperwork. Any procedures or documentation needed for the TSA Alien Flight Student Program (AFSP) is not CAP's responsibility.
- 6) Any cadet who already possesses a Private Pilot Certificate for any Category issued under 14 CFR Part 61 is ineligible for enrollment in Cadet Wings.



## 2.3 IDEAL CANDIDATE REQUIREMENTS

Any eligible cadet can apply for Cadet Wings. Some aviation related requirements that would make a cadet more competitive include:

- Current Aircraft Ground Handling Training (within past 2 years, available in AXIS)
- Current Student Pilot Certificate
- Current FAA Medical Certificate (Class III as a minimum, if applicable)
- Solo Endorsement and Solo Flight
- FAA Airman Knowledge Test Report (containing passing score)
- Exhibits the potential for continued CAP service as a cadet leader

## 2.4 DISTINGUISHED GRADUATES

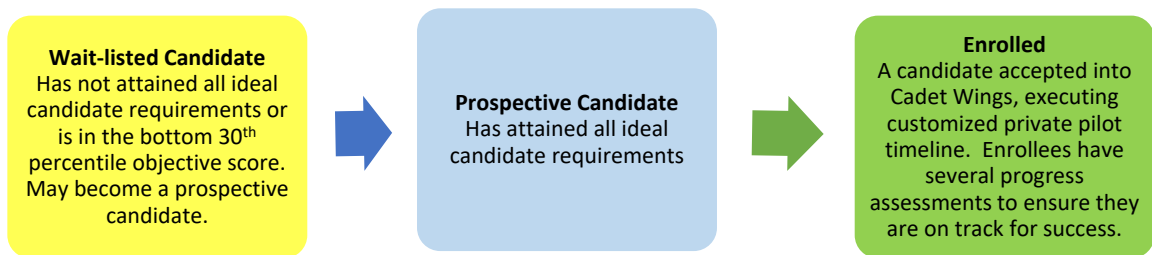
The top distinguished graduate from each National Flight Academy (NFA) is given an additional “point” credit on their application. These cadets must meet all the requirements and must submit an application using CadetInvest to be considered for enrollment in Cadet Wings.

## 2.5 ACRONYMS & DEFINITIONS

Below are definitions of acronyms and terminology used in the Cadet Wings program:

- 1) FBO: Fixed Base Operator – This is usually a commercial company which provides aviation services at an airport such as fueling and flight instruction.
- 2) CFI: Certificated Flight Instructor – A person who holds a flight instructor certificate who is authorized to give training and endorsements.
- 3) Flight Plan: A statement describing how you will spend your program funds, to include your flight training plan (where you will fly, the name of the FBO/CAP CFI, how often you will fly, when you will begin and end your training, etc.).
- 4) Cadet Wings Commitment Statement: Form pledging ongoing commitment to overall goals and standards of Cadet Wings as outlined in this Guide (See Attachment 1)
- 5) Cadet Wings Support Document: Required document if you are missing any of the items on the ideal candidate requirements list (para 1-3). It is a statement addressing the two questions below:
  - a) (1) What motivated you to apply for Cadet Wings?
  - b) (2) Which documents are you lacking, and what has kept you from completing or accomplishing the item? Identify the barrier and what steps need to be applied to overcome it.
- 6) Objective Scoring Process: An automated scoring process by which application elements are scored.
- 7) Subjective Scoring Process: An aviation expert panel reviews submitted flight plan for an actionable, feasible plan and verifies receipt of valid certification documents, etc.  
(See Attachment 3)
- 8) Candidate Categories:
  - a) Enrolled: A candidate accepted into Cadet Wings and executing customized private pilot timeline. Enrollees will have several progress assessments to ensure they are on track for success.

- b) **Prospective Candidates:** Applicants have attained all the ideal candidate requirements. Applicants who have self-identified as “first-priority” cadets in the financial profile of their CadetInvest application and have attained all the ideal candidate requirements will receive priority for selection if funds remain.
- c) **Wait-Listed Candidates:** Applicants have not attained all of the ideal candidate requirements as outlined in their “Cadet Wings Support Document”. If funds are available and cadet completes items on ideal candidate list and updates Cadet Wings Team, they may be moved to “Prospective Candidate” category. After all Ideal Candidates have been selected, and after January 1<sup>st</sup>, cadets who have submitted all Ideal Candidate documents except the solo endorsement may be moved to the Prospective Candidate List if funds are available. Cadets lacking a solo endorsement must solo within 15 hours of enrollment or they will be disenrolled.
- d) **Not Selected:** Applicants do not meet eligibility criteria. They are encouraged to re-apply next year once they have accomplished tasks on the ideal candidate list, if they meet minimum age, citizenship, and membership requirements.



## 2.6 FLIGHT PATH METHODS

To achieve the goal of developing tomorrow’s aerospace leaders, Cadet Wings is organized around two primary training methods. Cadets indicate their preference for CAP Aircraft/CAP Instructor or Commercial FBO/Flight School in their flight plan at the time of application.

We encourage utilizing CAP CFI with CAP aircraft. This method best uses our resources and has added benefit of orienting cadets to flying in CAP as it will benefit the cadet since they will be flying their proficiency flights in CAP planes, thus requiring being competent with the CAP flight operations procedures and processes.

If available, after evaluation, the Commercial Residential Flight School and the CAP In-residence Flight Academy may be two secondary flight path options. These candidates will be selected from the most qualified candidates.

Cadets selected for the Commercial Residential Flight School are top performing cadets who also have a high GPA. Upon selection they must possess or immediately obtain a Student Pilot Certificate and a FAA First Class Medical Certificate. They may have little to no aviation or flight experience and may not meet Ideal Candidate prerequisites to qualify for this flight path method.

## 2.7 FLIGHT PATH TRACKS

At time of application, you choose one of three flight path track options below. *Note: cadets must have their solo endorsement to be considered an ideal candidate.*

- 1) Airplane Single Engine Land (ASEL)/powered
- 2) Glider
- 3) Balloon



## Flight Path Methods

### Primary Training Methods

#### CAP Aircraft/CAP Instructor

CAP Aircraft and CAP CFI are used for training. This option is the preferred method.

National Headquarters, Cadet Programs will provide each cadet with an assigned CAP mission number, unique to them, at the time of program enrollment.

All flying must be done in sorties under that specific mission number, if any other mission number is used it will not be reimbursed or paid by Cadet Wings. Funds may not be applied retroactively to hours flown before cadet is "enrolled."

#### Commercial FBO/Flight School

A Commercial FBO/Flight School provides the aircraft and CFIs for training.

National Headquarters, Cadet Programs will contract with the FBO, stipulating detail, payment schedule, invoicing, and detailed reporting on cadet's progress. Only CAP NHQ may sign any contracts. Funds may not be applied retroactively to hours flown before cadet is "enrolled."

### Secondary Training Methods

#### CAP In-Residence Flight Academy

The 30-day CAP in-residence flight academy method will provide CAP CFI, in-residence staff, lodging, meals, and CAP aircraft training at a central location. This environment is anticipated to deliver the highest-quality experience.

National Headquarters, Cadet Programs will provide a CAP mission number for the academy. All sorties are flown under the assigned mission number on site. Funds may not be applied retroactively to hours flown before cadet is "enrolled." Travel to and from the location is provided.

#### Commercial In-Residence Flight School

The 60-day Commercial Residential Flight School method will provide the aircraft, CFI, lodging, and meals. This environment is anticipated to deliver the highest-quality experience.

National Headquarters, Cadet Programs will contract with the flight school stipulating detail, payment schedule, length of enrollment, and cadet's progress reports. Only CAP NHQ may sign any contracts. Funds may not be applied retroactively to hours flown before cadet is "enrolled." Travel to and from the location is provided.

## Part 3 CATEGORIES & PROGRESS

### 3.1 CADET PROTECTION AWARENESS

The uniqueness of flying with an instructor does not mean that Cadet Protection does not apply. All training should be done in a professional, open, public atmosphere. All instructors providing training to cadets enrolled in Cadet Wings are subject to a background check, provided by their employment or CAP NHQ. CAPR 60-2, *Cadet Protection Policy*, section 2.10 addresses standards of practices which includes flight instruction. Prior to enrollment cadet must complete the “Always Vigilant” proctored online course. This course is scheduled through Cadet Programs, Aviation Group at National Headquarters.

### 3.2 CANDIDATE CATEGORIES

Cadet applicants are placed in categories based on scoring criteria. Much of the criteria is based on progression and performance in the Cadet Program. We expect cadets to be active participants in all aspects of the program. With that participation, objective point scoring will increase. In addition, below is an aviation task list for each candidate category to work on and thus advance closer to “Enrolled” category. (Definition of candidate categories is in 2.5.8)

#### 1. Prospective Candidate Task List

- a) Update currency of Aircraft Ground Handling course in AXIS (verify recorded in eServices).
- b) Obtain your [Student Pilot Certificate](#). Scan copy of Student Pilot Certificate and upload to Ops Quals in eServices.
- c) Obtain [FAA Medical Certificate](#) (class III as a minimum if applicable). Scan copy of current FAA Medical Certificate (class III as a minimum if applicable) and upload to Ops Quals in eServices.
- d) Scan copy of passing score on [FAA Knowledge Test](#) to upload as instructed. A satisfactorily completed knowledge test expires 2 years from the day it was taken.
- e) Scan copy of most recent 2 pages of flights from logbook, including logbook entry of first solo/PIC to upload when requested.
- f) Read, understand and sign [Cadet Wings Commitment Statement](#), including Parent/Guardian Acknowledgment (Acknowledgement not needed for cadets who are over age of majority for their state.) Scan copy to upload when requested.
- g) Scan copy of initial and most recent solo endorsement and upload to Ops Quals in eServices.
- h) Provide a list of extracurricular activities requiring more than one hour per week or that may impact or interfere with flight training.

#### 2. Wait-Listed Candidate Task List (some of the tasks are not completed or in progress)

- a) Obtain your [Student Pilot Certificate](#).
- b) Obtain [FAA Medical Certificate](#) (class III as a minimum if applicable).
- c) Achieve a passing score on your [FAA Airman Knowledge Test](#). A satisfactorily completed knowledge test expires two years from the day it was taken. Note: [Complete ground instruction prior to attempting the FAA Airman Knowledge Test](#).
- d) Fly with intent to obtain your solo endorsement.

3. [Not Selected Task List \(did not meet eligibility requirements\)](#) If you will meet minimum age-and membership requirements in the future, then work on the following aviation tasks to improve your chances of selection.
  - a) Obtain your [Student Pilot Certificate](#).
  - b) Obtain [FAA Medical Certificate](#) (class III as a minimum if applicable).
  - c) [Complete ground instruction prior to attempting the FAA Airman Knowledge Test](#).
  - d) Passing score on your [FAA Airman Knowledge Test](#). A satisfactorily completed knowledge test expires two years from the day it was taken.
  - e) Fly with intent to obtain your solo endorsement.

### 3.3 PLANNING AND PROGRESSION

To achieve any goal, you need a detailed plan and timeline. You should establish a timeline/schedule to obtain your goal of garnering your PPC within the 60 allotted program hours or 6-months. Following your flight plan is a crucial key to your success. The more thorough your flight plan, the better it is scored by the selection panel. When creating the flight plan (see 2.5.3), you are encouraged to meet with your CFI and consider the following guidance.

- a) 14 CFR Part 61.109 outlines the minimum total hours required for ASEL, gliders, and balloon ratings. Review this to structure your plan.
- b) Cadet Wings will fund flight fuel, aircraft rental, maintenance costs, FAA Private Pilot Practical Test cost, instructor expenses up to your PPC, and 60 flight hours after being enrolled, or 6 calendar months after being enrolled, whichever comes first. The 60-hour time limit allows for breaks in training due to weather or maintenance and varying rates of skill acquisition.
- c) From the time you are enrolled in Cadet Wings, you will have a maximum of 6 months to achieve your PPC.
- d) You should plan to fly a minimum of 2.5 - 5 hours per week, which can translate to 2 to 3 times a week.
- e) You should place priority on the consistency of flying, sometimes referred to as keeping your hands warm. Flying every other day or at least 2 to 3 times per week is better than flying all day on Saturday.
- f) You should set aside a minimum of 20 hours a week to complete the program. This allows you to progress at a reasonable pace. These 20 hours include flying, pre-flight, post-flight, ground instruction, and study/chair-flying time. A good rule of thumb is, for each hour you fly, set aside 3 hours on your schedule.

Think of learning to fly as if you were learning a new sport or learning to drive a car. Consistent practice reduces the number of hours needed to master a new skill. Frequent flying helps you get used to the aerospace environment and equipment and builds muscle memory, which improves your hand/eye coordination and cross-check. (Cross-checking is the process of taking in information from instrumentation and visual cues outside the aircraft to determine your orientation in space and time.) In addition, there is a large volume of information you need to master which is easier to commit to memory when learning in smaller segments, reviewing, and practicing frequently. Advancement stagnates the longer the time gap is between flights, resulting in wasted time refreshing old skills instead of focusing on new skills.

Build a workable, realistic flight plan, which sets aside the time needed to be successful. If you fly 5 hours per week and need to use the 60-hours maximum allotted per cadet, then in perfect conditions, you can complete the program in 3 months!

### 3.4 PROGRESS TRACKING AND DISENROLLMENT

The YAI panel will track your progress and provide assistance and mentorship to you and your CFI as needed. Tracking is done via periodic reports submitted by CFIs, bi-weekly progress updates and mentoring video sessions, Zululog, and flight records in WMIRS, if applicable. Attendance on the bi-weekly progress update calls and using Zululog are mandatory for Cadet Wings. Progress tracking includes identifying and removing barriers to success and evaluating whether you are following your personalized flight plan.

Remaining enrolled in the program is conditional upon progress evaluation. You may be disenrolled before the 6 month or 60-hour maximum, if the YAI Panel determines unsatisfactory progress or failure to comply with the program requirements. Cadets who have been disenrolled for failure to progress are not eligible for enrollment in the future. In rare cases, you may need more flight time past the 60 hours or 6-month allotment. In these cases, contact [cadetwings@capnhq.gov](mailto:cadetwings@capnhq.gov) before the need occurs with a detailed explanation.

#### First Enrollment Progress Assessment

- Measure progress against approved customized flight plan accepted at the time of enrollment
- Verify you have a good working relationship with instructor
- Provide mentorship or opportunity for you to change flight instructor if any issues arise necessitating change
- Verify receipt of resources needed to fly, you have a rhythm for studying, and are meeting weekly minimum-flying hour requirements

#### Continuing Evaluations & Final Phase Preparation

- Continue to measure progress against approved customized flight plan
- Receive status updates on progress, using bi-weekly progress update and mentoring video sessions including Zululog reviews, to be sure you are on track to complete flight requirements for FAA Private Pilot Practical Test as compared to your flight plan or modify plan as needed with concurrence of CFI and YAI panel
- Final Phase: YAI panel ensures that both cadet and CFI have made the proper arrangements (Integrated Airman Certification and Rating Application (IACRA) paperwork, scheduled examiner, coordinated with National Headquarters Cadet Programs for payment of FAA Private Pilot Practical Test, etc.) prior to exam date.

#### Risk of Disenrollment

Every cadet at risk for disenrollment will be considered individually and extra resources can and will be provided to ensure that they have everything they need to be successful in Cadet Wings. Cadets will be placed on Cadet Wings Probation with ongoing evaluation and be given an opportunity to make corrections that are in line with program standards. Cadets that have been given written warnings will be required to respond within a reasonable time frame (3 days). Cadets that do not make any progress towards compliance will be disenrolled.

Potential infractions that could result in Cadet Wings Probation:

- Failure to attend bi-weekly meetings. If Cadet has a conflict with a meeting, they must provide notice and/or excuse *prior* to meeting time. If meeting is missed in an event of an emergency, communication within 48 hours is required. One written warning via email will be given before action.
- Failure to keep Zululog up to date. Cadets will receive 1 written warning via email to update their Zululog.

- Failure to communicate. Cadets that do not answer communication from NHQ and/or their assigned YAI Mentor within a reasonable time frame (3 days).
- Failure to inform NHQ/ YAI Mentor of any training delays within a reasonable time frame. For example: aircraft availability, personal emergencies, educational requirements, and/or other CAP activities.
- Unsatisfactory progress. Cadets that are not in compliance with their flight plan and/or commitment statement will receive 1 written warning via email that will require a response.
- Misconduct. Cadets who violate the Core Values may be penalized by disenrollment. Cadet Wings students are expected to model the Core Values.
- Failure to complete required 'Always Vigilant' Cadet Protection training.

## Part 4 SUPPORT ROLES

This provides a description of support roles for “Shareholders.” In addition to NHQ and your YAI Panel Mentor, there are other adults in CAP and at home who have a stake in the cadet’s success--either personally (parents) or professionally through CAP.

- Parents
- Senior members in unit
- Leadership Command
- DCPs
- Cadet Wings POCs
- Navigator
- Support Resources

### 4.1 ROLES of SUPPORT PERSONNEL

Shareholders help guide and mentor cadets as they navigate through their Cadet Wings flight training.

What follows is a suggested arrangement for dividing the labor so that cadet flying is a smooth-running operation:

#### Wing Commander

- Ensure CAP Mission number is reviewed and approved in a timely manner for those cadets that are flying in CAP aircraft
- Promote cooperation between Cadet Wings POC, Wing/DCP, and Wing/DO

#### Director of Cadet Programs (DCP)

- Organize and pursue program advertising by scheduling seminars and encourages attendance to NHQ hosted webinars and events
- Keep track of cadets enrolled in respective wing and graduates at [Enrolled Wings Program cadets](#) and [Wings Program Graduates](#)

- Encourage communication and sharing between cadets in the same state that are enrolled in the Wings program.

### Cadet Wings Program Point of Contact (POC)

- Support DCP in program advertising by promoting organized seminars and encourage attendance to NHQ hosted webinars and events
- Communicate at least once a month with cadet to ensure cadet has support to meet any challenges.
- Encourage an open dialog between cadet student and mentor as to any challenges or problems that arise.
- Support Cadet Wings graduates transition from Student Pilot to CAP VFR (Form 5) Pilot.

### Navigator

The role of the Navigator is to be a mentor to a Cadet who desires to become a pilot. A navigator can be any senior member ideally from the cadet's local unit. For more information visit the [Navigator Information page](#).

- Champion success from encouraging cadets to apply through earning their PPC.
- Become knowledgeable about the enrollment process and helps cadets submit documents
- Fill out the navigator agreement and gives monthly updates via navigator reporting form

### Support Resources

NHQ maintains a [Cadet Wings](#) webpage with additional resources and information, including videos, to assist you in all phases of training. [This website](#) also contains any changes or modification to the program since the printing of this publication.

(<https://www.gocivilairpatrol.com/programs/cadets/cadetinvest/cadet-wings>)

# ATTACHMENT 1

## CADET WINGS COMMITMENT STATEMENT

### CADET WINGS COMMITMENT STATEMENT

I, Cadet \_\_\_\_\_, am enrolling in Cadet Wings. I acknowledge Cadet Wings is designed for cadets who are seriously exploring careers in aviation and have a strong desire to obtain an FAA Private Pilot Certificate. Civil Air Patrol, with funding from the United States Air Force and The Ray Foundation, are making a significant financial investment in my future. Consequently, I have thoughtfully considered my obligations and commit to meet this opportunity with my very best effort. I commit the following (*initial next to each item below*):

- ☐ I will make flight training my #1 priority, after family and school obligations, during my enrollment in Cadet Wings.
- ☐ I will not take on additional responsibilities that distract me from my flight training schedule. All commitments outside of flying should be seriously considered. i.e., camps, clubs, sports, jobs, special activities. I discussed this obligation with my parents.
- ☐ I realize my enrollment period in Cadet Wings is limited to 6 months or 60 flight hours, whichever comes first.
- ☐ I will study and fly whenever possible, in accordance with CAPP 60-43, *Cadet Wings Student Guide*.
- ☐ I acknowledge that transportation to and from my flight training site is my responsibility, and I have discussed this obligation with my parents.
- ☐ I will maintain a regular training schedule, mutually agreed upon by my instructor and myself prior to my first lesson and outlined in my flight plan.
- ☐ I understand that if I am slotted for a National Cadet Special Activity (NCSA) that takes place during my 6-month training window, I will decline the spot. Cadets who have passed their ~~checkride~~ or have disenrolled may attend the NCSA.
- ☐ I will maintain regular communication with my Navigator, if flying with funding from The Ray Foundation.
- ☐ I understand that I will be notified of my training budget and will be responsible for tracking my expenses. I may not exceed my training budget without written approval.
- ☐ I acknowledge that this program requires a total time of approximately 20 hours a week (this includes study time, pre-flight, flying time, debrief and estimated transportation time to and from the airport).
- ☐ Realizing that maintaining a healthy lifestyle is an integral part of any training program, I will abide with the Cadet Program's policy on drugs and supplements.
- ☐ I will abide with the [CAP Aviator's Code of Conduct](#).
- ☐ To the best of my ability, I will not cancel a planned flight training except due to illness or a family emergency. In such cases, I will notify my instructor, immediately.
- ☐ I will attend bi-weekly progress monitoring sessions with my designated YAI panel mentor via Microsoft Teams unless excused with email request detailing the absence.
- ☐ I will log my flight time (previous and current) into Zululog, an online logbook. Information for sign-up will be provided upon enrollment.
- ☐ I will continue to abide by the CAP Core Values of Integrity, Service, Excellence, and Respect in everything I do, in and out of uniform.
- ☐ I understand that even though it is not required to be in uniform while training, that I will adhere to CAPR 39-1, Chapter 3, Grooming and Appearance Standards.
- ☐ I am confident that I will successfully complete my training on time and become a licensed Private Pilot.

Cadet Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Parent Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Cadets who have reached the age of majority, write "N.A."

June 2023



## ATTACHMENT 2

### OBJECTIVE SCORING POINTS

#### Academic Achievements

Mathematics		Grade Point Average	
Algebra II	10	3.0 or higher	14
Algebra I	8	2.70 to 2.99	10
		Below 2.99	0

#### Civil Air Patrol Service

Special Awards		Cadet Activities*	
CC Commendation or higher	5	Five or more	8
AFA or VFW Cadet of the Year	3	Four	6
Community Service Ribbon	3	Three	4
AFSA Cadet NCO of the Year	2	Two	2
CAP Model Rocketry Badge	2	One	1
CAP Recruiting Ribbon	2	National Fight Academy DG**	15

Longevity*		Emergency Services*	
4 years or more	8	Four or more Ratings	8
3 to 4 years	6	Three Ratings	4
2 to 3 years	4	Two Ratings	2
Less than 2 years	2		

Cadet Advisory Council		Milestone Achievement*	
Chair, Vice Chair or Recorder	5	Spaatz	10
Primary Representative	3	Eaker	6
Assistant Representative	2	Earhart	4
		Mitchell	2
		Wright Brothers	1

\* Based on information from eServices

\*\* Based on Activity Director recommendation

## ATTACHMENT 3

### REQUIRED DOCUMENTS

Items as stated below are uploaded as separate documents in pdf format to the Submission Documents folder (link is provided in the Prospective Candidate or Wait List Candidate status email) and are reviewed for validation and completion of documentation.

- Initial and most recent Solo Endorsement
- FAA Medical Certificate (front and back as 1 PDF)
- Copy of FAA Airman Knowledge Test Report with passing score
- Student Pilot Certificate (front and back as 1 PDF)
- Last 2 logged pages of your logbook, beginning with the initial solo flight (may be more than 2 pages) to the most recent flight.
- Signed Cadet Wings Commitment Statement (print, initial, sign, and upload; digital signature is accepted)
- Flight plan (see paragraph 2.3 and Prospective or Wait List video for required content)
- Local unit mentor recommendation (required to be considered for James C. Ray funded Cadet Wings assistance)
- List of extracurricular activities requiring more than one hour per week or that may impact or interfere with flight training
- A Picture (should up/headshot) IAW CAPR 39-1 Grooming Standards. CAP Uniform is desired however, appropriate civilian attire is acceptable
- Cadet Wings Support Document (only required if missing any items above and updated as items are obtained)

## ATTACHMENT 4

### NAVIGATOR AGREEMENT

Cadets applying for Cadet Wings are required to upload The Navigator Agreement filled out and signed by their Navigator as part of their eServices application package.

#### ***Navigator Agreement***

I, , am confirming my willingness to serve as a Navigator to Cadet  who has expressed interest in enrolling in Cadet Wings. I acknowledge Cadet Wings is designed for cadets who are seriously exploring careers in aviation and have a strong desire to obtain an FAA Private Pilot Certificate. Civil Air Patrol, with funding from the United States Air Force and The Ray Foundation are making a significant financial investment in the future of cadets. Consequently, I have thoughtfully considered my obligations and commit to meet this opportunity with my very best effort. I commit the following (*initial next to each item below*):

- ☐ I agree to be a mentor to a cadet who desires to become a pilot and will uphold the expectation to work with my cadet during the application process and throughout flight training.
- ☐ I will help them stay on task and celebrate their successes on the path to their Private Pilot Certificate (PPC).
- ☐ I will provide support and encouragement to help them move forward in their training.
- ☐ I will read and become familiar with [CAPP 60-43, Cadet Wings Student Guide](#), and assist in navigating the application process.
- ☐ I will watch Navigator 101, available [here](#).
- ☐ I agree to establish a mentoring agreement with my cadet. A mentoring agreement outlines expectations of both navigator and cadet as well as identifying best contact methods for check-ins (times, days, etc).
- ☐ I will accurately report successes and hurdles to my mentoring, if my cadet is enrolled, using the reporting form sent by Cadet Wings in the Navigator Newsletter monthly. Preview the form [here](#).
- ☐ I agree to communicate successes and concerns using [navigator@capnhq.gov](mailto:navigator@capnhq.gov).

Navigator Name (printed):

Date:

Navigator Signature:

Navigator CAPID:



DO YOU WANT TO BE A PILOT?

# APPLY FOR CADET WINGS

Cadet Wings takes cadets from solo to PPC at zero cost. Funding for Cadet Wings is provided by The United States Air Force and The Ray Foundation.

Ideally will have:

- 3rd Class Medical
- Passing score on the FAA Written Exam
- Student Pilot Certificate
- Cadet Wings commitment statement
- Activities list



## Navigators Wanted!

Cadet Wings applicants that apply with a Navigator, any adult CAP volunteer, is eligible for up to a \$10,000 contribution towards their flight training from the Ray Foundation.



**RAY FOUNDATION**  
CLIMBING ON COURSE

