2026 Space Technology and Career Exploration Academy Welcome

Congratulations on your acceptance to 2026 Space Technology and Career Exploration Academy!

Please read this detailed Welcome Letter in its entirety.
All sections are important, and immediate actions are required to retain your slot in this activity.

STACE Details Overview - Participants

About

At STaCE, you'll work side by side with industry engineers and experienced mentors to master advanced construction techniques, including:

- 3D printing and advanced fabrication techniques
- Electronics assembly and soldering
- Rocket motor propellant mixing

Throughout the week, you'll apply these skills to design and build your own high-power rocket. The program culminates in a launch day event, where each cadet's rocket will fly to support a National Association of Rocketry (NAR) Level 1 High Power Certification — a Junior HPR for cadets under 18 or a full Level 1 Certification for those 18 and older.

Beyond the build sessions, participants will enjoy exclusive tours and engagements with aerospace technology and manufacturing companies. Past events have included behind-the-scenes visits to launch vehicle and propulsion development facilities, as well as evening sessions with aerospace engineers, military pilots, and rocket propulsion experts.

Every participant will return with:

A fully flight-ready NAR Level 1 High Power Rocket – assuming successful recovery
A certificate of completion recognizing advanced STEM achievement
Direct contacts for local NAR clubs / launch sites in your area

Dates	14-20 June 2026
Address	University of Alabama Huntsville (UAH), Huntsville AL
Time Zone	Central

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STEP 1: ACCEPT OR DECLINE YOUR SLOT

Action Required: Accept OR Decline Your Slot in Writing by March 14

To accept your slot:

- Please email **Capt Dan Anderson** at **dan.anderson@alwg.cap.gov** with the subject line: **Slot Acceptance STACE**.
- In the body of the email:
  - Confirm that you plan to attend STACE
  - Confirm that you are a US Citizen
  - Identify what form of ID you can provide to prove citizenship (Real ID (driver or non-driver), US Passport, or Active-Duty ID) – this is required for tours at DoD and contractor sites.
  - Provide your National Association of Rocketry (NAR) Membership Number if you have one.

To decline your slot:

- Please go to Registration Zone and cancel your application for **2026 Space Technology and Career Exploration Academy**.
- Send a courtesy email to **Capt Dan Anderson** at **dan.anderson@alwg.cap.gov** notifying the staff you have decided to decline the opportunity.

We understand that circumstances may change, and it is perfectly acceptable if you decide this activity is no longer the right fit for you. Please notify us promptly by declining your slot. This allows us to extend the opportunity to another cadet on the alternate list.

If you do not communicate any action by March 14, we will assume you are declining your slot.

STEP 2: PROVIDE ACTIVITY PAYMENT

Action Required: Submit Payment by April 15

- Important payment dates:
  - Standard Payment $850. Due date: April 15.
  - Late Payment is accepted Apr 16-22, but a $100 late fee is automatically added to your tuition total.
- You must pay online in Registration Zone using Paypal or a credit card.
- If you haven't paid your tuition by April 22, National will unslot you on April 23 and you will be at the bottom of the alternate list.

Due to the complex nature of National Cadet Special Activities, no refunds are available after April 30.

If you were a Lift/Top financial assistance recipient OR Activity Scholarship recipient, you will have already been notified via email and your relevant tuition payment will have been entered in Registration Zone at the time you were slotted. Please check your activity card in Registration Zone to see if you have any balance due.

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STEP 3: NATIONAL ASSOCIATION OF ROCKETRY (NAR) MEMBERSHIP

Action Required: Provide NAR Membership Number by May 4th

All participants and rocket-building staff need to be active NAR members prior to the activity. Please visit the following website and enroll at the appropriate level for your age. All launches will be conducted under NAR rules, and NAR membership is required to complete activity.

https://narocket.clubexpress.com/content.aspx?page_id=60&club_id=114127

TRAVEL RULES AND EXPECTATIONS

Action Required: Provide travel arrangements by May 4th

Cadets may arrive/depart from the following locations for this activity:

If you are flying commercially:

- You must fly into and out of Huntsville International Airport (HSV)
- All participants' flights must arrive between 0700 and 1400 on 14 JUN 2026.
- Your flight must depart after 1000 on 20 JUN 2026.
- We understand in unique cases, early arrivals may be necessary. We will have very limited capability to accommodate early arrivals after 1200 on 13 JUN 2026, but you must coordinate with staff prior to making travel arrangements to ensure we can support.

- **We will <u>not</u> provide** shuttle services to Birmingham, AL or Nashville, TN. If you utilize either of these airports, you will be expected to make your own travel arrangements between the airport and the event.

If you are being dropped off/picked by personal car:

- Please arrive at the University of Alabama - Huntsville between 1200 and 1400 on 14 JUN.
- Please be picked up from the University of Alabama - Huntsville between 1100 and 1300 on 20 JUN.

If you are driving yourself, you will be expected to turn in your keys upon arrival.

Please confirm your travel plans as soon as possible, ensuring your travel dates and times meet the travel rules above.

- Please email your travel itinerary to **Capt Dan Anderson** at **dan.anderson@alwg.cap.gov** no later than 04 MAY.
- In that email, please include your method of travel, arrival date and time, and departure date and time.

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US Government / REAL ID Requirement

This activity includes tours on Government installations and DoD contractor facilities. All participants and staff must be US Citizens and possess one of the following IDs prior to arrival: State Issued REAL ID (driver or non-driver), US Passport, or Active-Duty Military ID. No exceptions.

Lodging

Your lodging is included in your activity tuition. This activity will be housed in a college dormitory environment. Each dorm room is a quad, and cadets will have roommates of the same gender.

Meals

All meals are included in your activity tuition. If you have prescribed dietary restrictions, allergies or food-related accommodations requests, please ensure all of that information is entered and up to date in CAP Health in eServices.

Activity Expectations

- National Cadet Special Activities are fun, but intentional, learning and career exploration experiences.
- You will be busy with the activity from early morning through the evening.
- We expect you to be fully engaged in the activity, with your wingmen, senior staff, guest speakers, and instructors.
- Expect that you will not be on the internet or with regular access to your phone.
- Set expectations with your friends and family that you will generally not be available by text, email or social media while at this activity.

Updating CAP Health

You are required to update CAP Health within 30 days of the activity. Please be sure to include any updates to medical history, and proactively communicate with the Director, especially new injuries. Injuries may not prevent you from attending, but we need to prepare for any assistance we can provide.

Example: I recently twisted my ankle. I'm currently on crutches. I should tell the Activity Director about my injury because this activity involves a lot of walking.
Example: A cadet takes medication that needs to be refrigerated. This information should be included in CAP Health so the Health Safety Officer understands this need

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Grooming Standards

National Cadet Special Activities are premier opportunities for cadets to learn, network and grow as youth leaders. At these activities, you represent Civil Air Patrol. A professional appearance is required. Please ensure that you meet grooming standards per CAPR 39-1 prior to arriving at your activity. Failure to meet grooming standards will result in your being sent home at your own expense. Activity staff do not have waiver authority.

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Pre-Work

Pre-Reading for NAR Level 1 Certification
As part of STACE, we will be conducting the NAR Level 1 High-Power Rocketry Certification test. To prepare for this, please complete the required reading before arriving:

- ❑ **Civil Air Patrol Advanced Rocketry Book (will be provided via email):** Please read the Civil Air Patrol Advanced Rocketry manual in its entirety. This book contains the material you need to know for the Level 1 certification exam.
- ❑ **NAR Level 1 Certification Info (Online):** Familiarize yourself with the official NAR Level 1 certification guidelines and safety code available on the NAR website. You can find more information on the National Association of Rocketry's page for Junior Level 1 High Power Certification. This will give you context about what the Level 1 certification entails (for example, the safety regulations and process for certification). You do not need to memorize every detail of the NAR site, but it's good to understand the overall requirements and safety standards

Windows Laptop and Software Setup
Each participant is requested to bring a Windows-based laptop for use during STACE. The laptop should be capable of running the software listed below. If you do not have access to a Windows PC, or if you are unsure whether your computer meets the requirements, please notify us so we can make arrangements.

You can explore linux options. From past years, all software will work but Fusion360. If you have an education email with your school, you can get a full student version of the software which includes a web-based interface. That is the only way we have been able to make the linux environment work.

Please install the following software on your laptop before arriving at STACE:

- ❑ OpenRocket: an open-source model rocket simulation program. Download and install the latest version of OpenRocket. OpenRocket is lightweight, but it requires Java; the Windows installer on the website includes all needed components.
- ❑ Autodesk Fusion 360: 3D CAD/CAM design software. Download Autodesk Fusion 360 and create a free Autodesk account to activate a student or hobbyist license (Fusion 360 is free for students and hobbyists). During installation, choose the "personal/hobbyist" or "educational" license option. This software is more resource intensive, so ensure your laptop meets the requirements – see the note below.
- ❑ Bambu Studio: 3D printing slicer software used for preparing print files. Install the latest Bambu Studio for Windows (requires Windows 10 or above). This will be used to slice 3D model files for printing.
- ❑ Microsoft Excel

Minimum system requirements: Your laptop should run Windows 10 (64-bit) or newer and have at least 4 GB of RAM (8 GB or more is recommended). A modern processor and an updated graphics driver are recommended, especially for Fusion 360. Please test each of the above programs after installation to ensure they launch and run properly. If you have any questions about system requirements or encounter any issues during installation, contact us before the event so we can assist.

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Packing List

Clothing and Uniforms:

- 1 CAP ABU (Airman Battle Uniform) or OCPs for launches
- 2-3 ABU / OCP undershirts
- Uniform accessories (e.g., belt, cap, insignia, boots)
- 2-pair of jeans, no holes (to be worn with activity t-shirts); khaki pants are also acceptable
- 2 Activity t-shirts will be provided for wear during tours
- 3-4 sets of civilian attire in good taste
- One set of pt uniform (grey t-shirt and navy or black shorts)
- Undergarments and socks (enough for the duration)
- Sneakers/tennis shoes. Make sure they are comfortable – there will be significant walking required on the tours. Hiking boots are also acceptable.
- Lightweight jacket or sweater
- 3-4 sets of sleeping attire for the week
- Raincoat

Bedding and Sleeping Gear:

- Twin XL-sized bedding (sheets, blanket, pillowcase)/or sleeping bag
- Pillow
- Earplugs or sleep mask (if sensitive to noise or light)-optional

Personal Hygiene Items:

- Towel and washcloth
- Soap and shampoo
- Toothbrush and toothpaste
- Deodorant
- Sunscreen (SPF 30+), lip balm with SPF
- Feminine hygiene products (if applicable)
- Prescription medications (if any)
- Personal first aid kit (band-aids, antiseptic wipes, pain relievers)
- Shower shoes

Miscellaneous:

- USG Identification (driver's license, passport, dependent ID)
- Snacks for the dorm room (nothing with nuts to avoid potential allergy issues)
- Reusable water bottles (need 2 – one-liter bottles, durable)
- Small packable camp chair - optional
- Flashlight or headlamp with extra batteries
- Notepads and pens (minimum 3)
- Sunglasses
- Personal identification and CAP membership card

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- Watch
- Camera or smartphone for capturing memories
- Portable charger or power bank for electronic devices
- Laptop- please bring if you have one

Prohibited Items

- Alcohol
- Caffeinated products
- Illegal drugs or substances
- Tobacco products
- Pocket knives, weapons or firearms
- Fireworks or explosive devices **(these will be provided by staff)**
- Unauthorized electronics (e.g., drones, laser pointers)
- Items deemed unsafe or disruptive by CAP staff (i.e. gaming or distracted phone usage)

Spending Money

All lodging and meals during the activity are included in your tuition. Cadets may choose to bring cash or a debit card for purchases during tours or for souvenirs.

Important Timelines

- ❑ **14 MAR -** Notify Activity Director whether you accept or decline the spot
- ❑ **14 MAR –** Identify what ID you plan to use to prove US Citizenship
- ❑ **15 APR –** Full Payment Due
- ❑ **15 APR –** Provide T-Shirt Size (we will send a form to fill out prior)
- ❑ **04 MAY -** Provide NAR Membership Number
- ❑ **04 MAY –** Provide Travel Plans to Activity Director
- ❑ **04 MAY –** Notify Activity Director if you have a laptop with software loaded or need a loaner
- ❑ **15 MAY –** Ensure Health Forms have been updated in eServices

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Communication

The activity staff will communicate with you via email. Please monitor your email and be responsive to anything related to the activity. If we ask you to complete a task, we need you to take care of it right away and no later than the stated deadline. Deadlines are there for a reason; please don't be the person that holds up an entire activity.

If you are flying into the activity, please include your cell phone in your travel plans and create a group chat with the Capt Andersons' phone numbers, your number, and your parent's number before you fly.

If you have a different email address that is your primary, please update your eServices profile and notify the activity director immediately with your updated contact information.

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Graduation Requirements

Completion of the following requirements means you graduate this activity and earn the NCSA ribbon:

- Completion of High Power Rocket Build
- Conduct at least one launch attempt for certification
- Attempt NAR Certification Test

Graduation Ceremony (Optional)

There is a graduation ceremony on 20 JUN at 0900. This will be a field expedient graduation with more detailed information to follow in a separate email to participants.

Activity Director Contact Information

If you have questions about this activity, please contact:

Capt Dan Anderson – STaCE Activity Director
dan.anderson@alwg.cap.gov
256-788-7644

Capt Julie Anderson – STaCE Admin
Julie.anderson@alwg.cap.gov
520-269-9683

We look forward to seeing you at **2026 Space Technology and Career Exploration Academy**