



# CIVIL AIR PATROL

1.3

**Review: Cadet Advancement**

TRAINING LEADERS *of* CADETS BASIC COURSE

# How do cadets advance?

How do cadets advance through the Cadet Program?



# How do cadets advance?



## CIVIL AIR PATROL CADET SUPER CHART

CAP Visual Aid 60-100  
September 2021  
Available in 2' x 3' poster via eServices, and for self-printing on two letter-size sheets.  
See a web-based version of this chart at [GoCivilAirPatrol.com/Ranks](http://GoCivilAirPatrol.com/Ranks)

### NEW for 2021

- Cadet Welcome Course added to Ach. 1
- Cadet Interactive now available for leadership Ach. 1-11 and aerospace Ach. 2-8
- Aerospace added to Ach. 8, making space for Aerospace Dimensions' cyber module
- Ach. 5 now unnamed
- Earhart aerospace exam deleted
- For full details on all requirements shown here, see CAPR 60-1, ch. 5.

NEW CADETS START HERE	PHASE I				PHASE II				PHASE III				PHASE IV				GENERAL CARL SPAATZ AWARD			
	ACHIEVEMENT 1	ACHIEVEMENT 2	ACHIEVEMENT 3	WRIGHT BROS. AWARD	ACHIEVEMENT 4	ACHIEVEMENT 5	ACHIEVEMENT 6	ACHIEVEMENT 7	ACHIEVEMENT 8	BILLY MITCHELL AWARD	ACHIEVEMENT 9	ACHIEVEMENT 10	ACHIEVEMENT 11	AMELIA EARHART AWARD	ACHIEVEMENT 12	ACHIEVEMENT 13		ACHIEVEMENT 14	ACHIEVEMENT 15	ACHIEVEMENT 16
<b>MAJOR GENERAL JOHN F. CURRY</b> 1st National Commander of the Civil Air Patrol and a strong advocate for female aviators	<b>GENERAL-AIR FORCE HAP ARNOLD</b> Commanding general of U.S. Army Air Force during World War II	<b>COLONEL MARY FEIK</b> Pioneer in the fields of aviation mechanics and engineering, and proud CAP volunteer	<b>ORVILLE &amp; WILBUR WRIGHT</b> First men to achieve powered, controlled, sustained, heavier-than-air flight	<b>CAPTAIN EDDIE RICKENBACKER</b> America's "Ace of Aces" during World War I; he earned CAP medals to know him as "Eddie"	<b>GENERAL JIMMY DOOLITTLE</b> Pioneer in aeronautical engineering and leader of the World War II raid on Tokyo	<b>DR. ROBERT H. GODDARD</b> The "father of Modern Rocketry" and developer of the first liquid-fueled rocket	<b>NEIL ARMSTRONG</b> First man to set foot on the Moon; aboard Apollo 11 on July 20, 1969 - "One giant leap for mankind"	<b>BRIGADIER GENERAL BILLY MITCHELL</b> America's first aviator also called for military aviation, he proved the airplane could sink ships	<b>1ST LT WILLA BROWN</b> "Master of Flight" and CAP volunteer; her flight school trained the first African-American military pilots	<b>AMELIA EARHART</b> Record setting female pilot and writer who was lost while attempting to fly around the world	<b>CADET MAJOR GEORGE BOYD</b> Talented aviator and first US woman in space who later became a champion of science literacy	<b>DR. SALLY RIDE</b> Astrophysicist and first US woman in space who later became a champion of science literacy	<b>GENERAL IRA C. EAKER</b> Army Air Force general and advocate of strategic bombardment during World War II	<b>GENERAL CARL A. SPAATZ</b> 1st Chief of Staff of the United States Air Force and 1st Chairman of the CAP National Board						

GRADE, INSIGNIA, & AWARDS																				
CADET AIRMAN BASIC	CADET AIRMAN	CADET AIRMAN FIRST CLASS	CADET SENIOR AIRMAN	CADET STAFF SERGEANT	CADET TECHNICAL SERGEANT	CADET MASTER SERGEANT	CADET SENIOR MASTER SERGEANT	CADET CHIEF MASTER SERGEANT	CADET CHIEF MASTER SERGEANT	CADET SECOND LIEUTENANT	CADET FIRST LIEUTENANT	CADET SECOND LIEUTENANT	CADET CAPTAIN	CADET CAPTAIN	CADET MAJOR	CADET MAJOR	CADET MAJOR	CADET LIEUTENANT	CADET LIEUTENANT	CADET COLONEL

PROMOTION ELIGIBILITY REQUIREMENTS																				
LEADERSHIP	AEROSPACE			FITNESS			CHARACTER			SPECIAL			PRESIDENTIAL YOUTH FITNESS PROGRAM — HEALTHY FITNESS ZONE (HFZ) STANDARDS			LEADERSHIP EXPECTATIONS				
Learn to Lead ch. 1 Cadet Interactive or Open-Book Test Drill & Ceremonies Performance Test	Learn to Lead ch. 2 Cadet Interactive or Open-Book Test Drill & Ceremonies Performance Test	Learn to Lead ch. 3 Cadet Interactive or Open-Book Test Drill & Ceremonies Performance Test	Learn to Lead ch. 1-3 Comprehensive Closed-Book Exam Comprehensive Drill & Ceremonies Performance Test	No Requirement	Aerospace Dimensions Any Module Cadet Interactive or Written Test	Aerospace Dimensions Any Module Cadet Interactive or Written Test	No Requirement	Participate in 1 Activity & Have Attained HFZ in Previous 180 days	Participate in 1 Activity & Have Attained HFZ in Previous 180 days	Participate in 1 Activity & Have Attained HFZ in Previous 180 days	Participate in 1 Activity & Have Attained HFZ in Previous 180 days	Participate in 1 Activity & Have Attained HFZ in Previous 180 days	Participate in 1 Activity & Have Attained HFZ in Previous 180 days	Participate in 1 Activity & Have Attained HFZ in Previous 180 days	Participate in 1 Activity & Have Attained HFZ in Previous 180 days	Participate in 1 Activity & Have Attained HFZ in Previous 180 days	Participate in 1 Activity & Have Attained HFZ in Previous 180 days	Participate in 1 Activity & Have Attained HFZ in Previous 180 days	Participate in 1 Activity & Have Attained HFZ in Previous 180 days	Participate in 1 Activity & Have Attained HFZ in Previous 180 days

AGE	RUN EITHER										PLUS 2 of 3						USAF A CANDIDATE FITNESS ASSESSMENT																	
	PACER (20m laps)					1-MILE RUN					CURL-UPS			PUSH-UPS			SIT & REACH (avg. inches)																	
MALE	10	11	12	13	14	15	16	17	18+	10	11	12	13	14	15	16	17	18+	10	11	12	13	14	15	16	17	18+	M	F					
FEMALE	17	20	23	29	36	42	47	50	54	11:30	11:10	10:40	9:46	9:22	9:04	8:42	8:22	8:04	12	15	18	18	18	18	18	18	18	7	8	8	8	8	8	8

LEADERSHIP EXPECTATIONS		CORE VALUES		COMMUNICATION SKILLS		SENSE OF RESPONSIBILITY		INTERPERSONAL SKILLS		CRITICAL THINKING		DELEGATION SKILLS	
Displays a positive attitude, optimistic, enthusiastic, is team-oriented	Maintains a positive attitude and encourages good attitudes in others; does not flaunt rank or authority	Aware of the Core Values; honest, wears uniform properly; practices customs and courtesies	Displays a commitment to the Core Values; promotes team spirit, professionalism, and good sportsmanship as a team leader	Listens actively; attentive; asks good questions	Proficient in informal public speaking (i.e., in giving directions to and training junior cadets)	Follows directions; dependable; arrives ready to learn and serve; effective in managing own time	Enforces standards; trustworthy in supervising a small team and leading them in fulfillment of a series of simple tasks; given a plan, is able to carry it out	Guides and coaches junior cadets; recognizes when junior cadets need help; leads by example; is not a "boss"	Thinks in advance and plans ahead to meet the unit's short-term needs; imaginative and not tied to old ideas	Delegates routine tasks effectively and works through NCOs; keeps people informed; makes expectations clear; supervises work of other leaders	Resilient; shows mental discipline in working to achieve long-term goals; welcoming of change; has habit of continual self-improvement and able to motivate others	Uses empathy; recognizes how Core Values relate to new and unfamiliar situations; makes sound and timely decisions independently	Articulate; succinct; persuasive; varies message to fit audience; proficient in explaining complex issues





- Aerospace Education >
- Cadet Programs >**
- Emergency Services >

- Options for America**
- Cadets' COVID-19 Information
- Cadet Blog
- Help for New Cadets
- Parents
- Cadet Library**
- Activities
- Ranks & Awards



### More Key Resources



**CAPR 60-1**  
**Cadet Program Management**  
November 2019  
The CP's governing regulation and your #1 source for standards



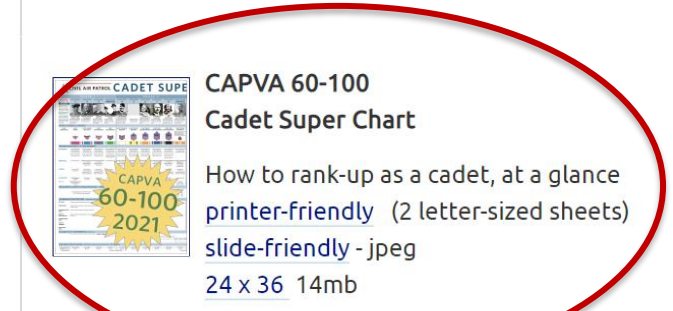
**CAPF 60-83**  
**Squadron Meeting Planner**  
Optional tool for drafting and coordinating plans for weekly meetings



**CAPR 60-2**  
**Cadet Protection Program**  
November 2019  
How CAP protects cadets from the risks of abuse, and how to report concerns



**CAPVA 60-100**  
**Cadet Super Chart**  
How to rank-up as a cadet, at a glance  
printer-friendly (2 letter-sized sheets)  
slide-friendly - jpeg  
24 x 36 14mb



## Cadet Nguyen

- Passed tests on leadership and drill, chapters 1
- Did a Cadet Interactive module on leadership chapter 2.
- Passed a test on aerospace module 1.
- Completed a baseline CPFT 9 weeks ago and has participated in a fitness activity 2 weeks ago
- Promoted 8 weeks ago.

## Cadet Taylor

- Earhart Award is dated 10 weeks ago.
- Pass a written test on leadership chapter 12.
- Completed an SDA report.
- Reached a HFZ in the CFPT, which he last took 5 months ago
- Attended a character forum last week.
- Went on the squadron hike three weekends ago

## Cadet Hasan

- Passed tests on Cadet Interactive modules on leadership chapters 1-6.
- Successfully completed the Achievement 6 drill test
- Passed tests on Cadet Interactive modules for 5 Aerospace Dimensions modules.
- Reached a HFZ in the CFPT, which he last took 2 weeks ago
- Attended a healthy eating for fitness workshop at the squadron 3 weeks ago
- Attended a character forum last week.
- Promoted 28 days ago.
- Struggles in public speaking and giving direction to junior cadets.



- **What's the cadet's current grade?**
- **What do they need for promotion?**

# Cadet Nguyen

- C/Amn
- To be promoted to C/A1C:
  - Needs 1 character activity
  - Needs to complete a drill test for Achievement 2

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## Cadet Taylor

- C/Capt
- Eligible for Achievement 12 completion
- No promotion with this achievement
- Must do "everything" in Achievement 13 and 14 to earn C/Maj

## Cadet Nguyen

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- Eligible for Achievement 12 completion
- No promotion with this achievement
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## Cadet Hasan

- C/MSgt
- Almost ready to complete Achievement 6 to be promoted to C/SMSgt
  - needs 4 more weeks time in grade
  - Since this cadet is struggling with Leadership Expectations, this would be a good time to do her CAPF 60-92 for Phase II, so she has time to improve.



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<p><b>TRIAL PERIOD</b></p> <p>Prospective cadets must attend three meetings before the commander approves their membership application. Starting begins right away using Cadet Great Start. The Cadet Welcome Course should be completed as soon as practical after joining. The New Cadet Kit arrives at the cadet's home about two weeks after joining.</p>	<p><b>MAJOR GENERAL JOHN F. CURRY</b> 1st National Commander of the Civil Air Patrol and a strong advocate for female aviators</p>	<p><b>GENERAL-AIR FORCE HAP ARNOLD</b> Commanding general of the U.S. Army Air Force during World War II</p>	<p><b>COLONEL MARY FEIK</b> Pioneer in the fields of aviation mechanics and engineering, and proud CAP volunteer</p>	<p><b>ORVILLE &amp; WILBUR WRIGHT</b> First men to achieve powered, controlled, sustained, heavier-than-air flight</p>	<p><b>CAPTAIN EDDIE RICKENBACKER</b> America's "Ace of Aces" during World War I; he earned CAP medals to know him as "Eddie"</p>	<p><b>GENERAL JIMMY DOOLITTLE</b> Pioneer in aeronautical engineering and leader of the World War II raid on Tokyo</p>	<p><b>DR. ROBERT H. GODDARD</b> The "father of Modern Rocketry" and developer of the first liquid-fueled rocket</p>	<p><b>NEIL ARMSTRONG</b> First man to set foot on the Moon; aboard Apollo 11 on July 20, 1969. "One giant leap for mankind"</p>	<p><b>BRIGADIER GENERAL BILLY MITCHELL</b> America's first vocal advocate for military aviation; he proved the airplane could sink ships</p>	<p><b>1ST LT WILLA BROWN</b> "Mother of Flight" and CAP volunteer; her flight school trained the first African-American military pilots</p>	<p><b>AMELIA EARHART</b> Record setting female pilot and writer who was lost while attempting to fly around the world</p>	<p><b>COLONEL GEORGE BOYD</b> Talented aviator and the first African-American USAF officer; veteran of three wars, CAP volunteer</p>	<p><b>DR. SALLY RIDE</b> Astrophysicist and first US woman in space who later became a champion of science literacy</p>	<p><b>GENERAL IRA C. EAKER</b> Army Air Force general and advocate of strategic bombardment during World War II</p>	<p><b>GENERAL CARL A. SPAATZ</b> 1st Chief of Staff of the United States Air Force and 1st Chairman of the CAP National Board</p>				

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LEADERSHIP EXPECTATIONS		CORE VALUES		COMMUNICATION SKILLS		SENSE OF RESPONSIBILITY		INTERPERSONAL SKILLS		CRITICAL THINKING		DELEGATION SKILLS	
<p><b>Attitude</b> Displays a positive attitude; optimistic; enthusiastic; is team-oriented</p>	<p><b>Core Values</b> Aware of the Core Values; honest; wears uniform properly; practices customs and courtesies</p>	<p><b>Communication Skills</b> Listens actively; attentive; asks good questions</p>	<p><b>Sense of Responsibility</b> Follows directions; dependable; arrives ready to learn and serve; effective in managing own time</p>	<p><b>Interpersonal Skills</b> Enforces standards; trustworthy in supervising a small team and leading them in fulfillment of a series of simple tasks; given a plan, is able to carry it out</p>	<p><b>Critical Thinking</b> Guides and coaches junior cadets; recognizes when junior cadets need help; leads by example; is not a "boss"</p>	<p><b>Delegation Skills</b> Considers own performance; takes initiative to develop new skills; self-motivated and able to motivate others</p>	<p><b>Resilient</b> Shows mental discipline in working to achieve long-term goals; welcoming of change; has habit of continual self-improvement and able to motivate others</p>						
<p><b>Displays a commitment to the Core Values; promotes team spirit, professionalism, and good sportsmanship as a team leader</b></p>	<p><b>Proficient in informal public speaking (i.e., in giving directions to and training junior cadets)</b></p>	<p><b>Given an assignment, takes project from beginning to end; develops appropriate goals, plans, standards, and follows through in execution; demonstrates sense of ownership in all assignments</b></p>	<p><b>Completes large projects with little supervision; follows and sets a command intent; self-starter</b></p>	<p><b>Thinks in advance and plans ahead to meet the unit's short-term needs; imaginative and not tied to old ideas</b></p>	<p><b>Delegates routine tasks effectively and works through NCOs; keeps people informed; makes expectations clear; supervises work of other leaders</b></p>	<p><b>Fair, just, and consistent in dealing with subordinates; exercises good judgment in knowing which matters should be referred up the chain</b></p>	<p><b>Uses empathy; recognizes how Core Values relate to new and unfamiliar situations; makes sound and timely decisions independently</b></p>						
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