

CHAPLAIN CORPS COLLEGE

Course Catalog 2024 - 2025



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Overview

Created in 2021, the Civil Air Patrol Chaplain Corps College (CAPCCC) is a blended education center providing standardized career education and academic material for the entire Chaplain Corps.

With the support and assistance of our Total Force partners, including the Air Force Chaplain Corps College, the Air University, and the Office of the Air Force Chief of Chaplains, the CAPCCC was created as a seamless augmentation of the Department of Defense assets by the CAP Chaplain Corps.

Through the association with the U.S. Air Force Chaplain Corps College, the CAPCCC delivers education and professional career education development for the chaplain corps in the areas of chaplaincy, resiliency, ethics, excellence in leadership, character development, moral leadership curriculum development, advanced chaplain corps training for command assistance and staff development at the Wing and Region.

Please note that the CAPCCC does not provide Chaplain Corps Region Staff Colleges, as that is a Region Chaplain function.

Mission Statement

The Civil Air Patrol Chaplain Corps College is the premier center of excellence for providing members with career path education, training, and resources to develop and promote their professionalism, leadership, and skills as volunteers serving in the Civil Air Patrol, U.S. Air Force Auxiliary.

Vision

The CAPCCC accomplishes its mission by providing stakeholders with certified, trained, equipped, competent, creative, and collaborative Civil Air Patrol chaplains and character development instructors who are the paradigm of excellence of the core values of Integrity, Volunteer Service, Excellence, and Respect.

Goals

The college goals are that graduates will be:

- Able to function to the demanding requirements of being part of the best volunteer chaplaincy program in the United States.
- Trained to fulfill with excellence the specific requirements and tasks needed for their chaplain corps leadership assignments, staff, and ministry missions.
- Be competent in the organization and functions of the CAP and the Department of the Air Force to act seamlessly within total force chaplaincy programs.
- Understand and have the skills to conduct and participate in ministry in a diverse and pluralistic environment.
- Function professionally in interfaith environments with conviction, grace, and humility.
- Know and honor the Department of the Air Force's customs, courtesies, and protocols.
- Able to engage professionally in appropriate CAP and Air Force communications.
- Serve as a role model for developing and promoting continuous process improvement in organizational chaplaincy, moral and ethical leadership, youth and senior member character development, spiritual fitness, and resilience.

Professional Career Education (PCE)

Squadron Chaplain/Character Development Course (SCC) (Currently Under Development)

Complementing the technician specialty track training, this course will prepare new CAP chaplains and character development instructors (CDI) for the primary duties and responsibilities of a squadron chaplain or CDI. It is under development and projected to launch in Fall 2024.

Wing Chaplain Course (WCC)

This course prepares chaplains and CDIs for leadership at the wing level, specifically as part of the Wing Commander's staff as a wing chaplain, wing chaplain corps coordinator, or wing character development instructor. Chaplain Corps personnel serve the commander as advisors on spiritual needs, religious requirements, wellness and resiliency, and ethical issues as they impact the mission, quality of life, and the First Amendment rights of CAP members. This course is a requirement for the senior specialty rating for chaplain and CDI professional tracks. The class meets weekly virtually, with students completing assigned readings, research papers, and quizzes.

Dates: WCC 24A, March 5 – 26, 2024
WCC 24B, September 3 – 24, 2024

Prerequisites:

- Technician rating as a chaplain or character development instructor and;
- Completion of CAP senior member professional development level two, part 1 and 2.

Region Chaplain Course (RCC)

This course prepares chaplains and CDIs for leadership at the regional level, specifically as part of the Region Commander's staff as a region chaplain, region chaplain corps coordinator, or region character development instructor. The class meets weekly virtually, with students completing assigned readings, research papers, and quizzes.

Dates: RCC 24A, May 6 – 27, 2024

Prerequisites:

- Completion of the WCC and;
- Senior rating as a chaplain or character development instructor.

Flight Chaplain Course (FCC)

Drawing on the CAP chaplain corps' legacy of "flying Padres," this course examines the history and opportunity of flight chaplain ministry. The course will allow chaplains to discuss ministry opportunities in all domains of CAP and its aviation programs. The virtual in-residence class will introduce the student to featured guest speakers with extensive ministry and aviation experience. This course is not an operational rating; the training will not be reflected on any record beyond what is recorded in the student's eServices training record. At the time of registration (a minimum of 60 days before the course starts), the students will be provided with a book list on which they will select a book to read and report on before the beginning of the course.

Dates: FCC 24A, August 6 – 15, 2024

Prerequisites:

- CAP appointment as a chaplain (and completion of the SCC once it becomes available) and;
- Current aircrew operational ratings as one of the following (pilot, mission observer, mission scanner, SUAS pilot, SUAS technician).
- Students with an active trainee status in one of the above ratings may attend the course on a space-available basis.

Board Certified Chaplain - Clinical Pastoral Education (BCC-CPE)

The Civil Air Patrol Chaplain Corps supports and encourages clinical pastoral education (CPE) and opportunities to pursue Board Certification in Chaplaincy. The CAPCCC has a third-party partnership with the [Institute for Clinical Pastoral Training](#) to support CPE educational opportunities. The POC for this program is Chaplain Chad Maxey, MDiv, BCC, at (682) 553-2855 or cmaxey@icpt.edu. The remaining college enrollment courses are for the summer and fall of 2024.

Registration and related costs for CPE are directly with [ICPT](#) and the student through this enrollment link. [ICPT Enrollment Link](#).

Dates:

Deadline for [Summer 2024](#) is Friday, June 2024.

Deadline for [Fall 2024](#) is Friday, September 6, 2024.

Significant registration and enrollment paperwork, along with payment of course fees, is required. Students should complete all required registrations well in advance of the course deadlines. The CAPCCC is not directly involved in registration or course instruction. Please contact Ch Maxey and the ICPT.

Auxiliary Chaplain Course (ACC)

The Auxiliary Chaplain Course (ACC) is a sixteen-week, four-phase, blended learning educational program delivered over one year that will qualify CAP chaplains for auxiliary ministries within the U.S. Air Force and joint military service environment. The curriculum provides training on the duties and responsibilities of CAP Chaplains, understanding the clergy-officer roles, concepts of religious pluralism and religious accommodation in the Air Force environment, the parameters and obligations of privileged communication, ethical leadership, multicultural diversity, customs and courtesies, military pastoral care, integration of Chaplain Corps personnel into the Total Force, command and staff assistance, and other related instruction for Air Force assigned missions.

Considerable time and effort applicable to graduate-level education is expected for completion of the course.

Prerequisites:

The ACC program is a challenging educational opportunity that requires sufficient experience as a CAP chaplain before beginning the program. The following are the minimum requirements for entry into the program or the respective phase of the program.

- An active appointment as a CAP chaplain and at least one year as a member of the CAP Chaplain Corps and completion of senior member professional development level two, part 1 and 2.
- A commitment to pursue the program's four phases through completion. Students cannot miss more than 25% of the virtual-in-residence class periods.
- **A letterhead memorandum with Wing, Region, or supervising chaplain endorsement requesting entry into the program.** The memorandum must be written and formatted to [CAPP 1-2](#) standards and is **your first graded exercise for the phase one course**. The memorandum must include your name, grade, CAPID, unit assigned, CAP/HC email address, and telephone number for contact and correctly endorsed by your Wing, Region, or appropriate supervising chaplain. In the memorandum, explain why you would like to support Air Force-assigned missions and why you are a good candidate for this educational opportunity. Submit a PDF copy to the registrar at registrar.CAPCCC@hc.cap.gov.
- Students must have completed their senior member level three professional development for phase three entry.
- **Phase four students must be willing and able to attend the final in-resident-only training at the U.S. Air Force Chaplain Corps College, Maxwell AFB, AL.**

Phase 1 - Military Honors

Phase one is the initial entry class and centers on military honors – funerals and memorial services, diversity, pluralism, confidentiality, and privileged communications. The class is administered in a self-paced blended asynchronous virtual environment, with the course completed over three to four weeks. Students will watch videos, conduct independent research to complete assigned writings and participate in an interview on conducting military honors with an assigned qualified military Chaplain. Attendance at the initial class virtual orientation is required.

Dates: ACC1 24A, March 4 – 25, 2024
ACC1 24B, June 17 – July 8, 2024

Phase 2 & 3 - Pastoral Care

Phases two and three are centered on military pastoral care environments. The classes will address USAF ROTC programs, the chain of command, deployment, and reintegration, the nature of active-duty chaplaincy, sexual assault awareness training, and senior leader perspectives on the auxiliary chaplain. Each phase is four weeks, with a two to three-hour virtual meeting each week. Students will complete reading and writing assignments, quizzes, and engagement through class discussion boards.



Dates: ACC2 24A, April 8 – 29, 2024
ACC2 24B, July 22 – August 22, 2024

ACC3 24A, May 13 – June 3, 2024
ACC3 24B, August 26 – September 16, 2024

Phase 4 - Capstone

Phase Four is the program's final module and is **completed in residence** at the U.S. Air Force Chaplain Corps College, Maxwell AFB, AL. The course will cover Applied Suicide Intervention Skills Training (ASIST), virtual reality skills lab, spiritual fitness, installation base chapel operations, Senior CAP and Air Force Chaplain Corps expectations, active-duty Commanders' expectations of the CAP Chaplain, Air Force, Joint, and Veterans Administration structure, Religious Support Teams, casualty notification, traumatic and moral injury.



Center for Religion, Ethics, and Excellence in Leadership (CREEL)

The Center for Religion, Ethics, and Excellence in Leadership is a think-tank for bringing together these subject areas, creating novel resources, and academically exploring these areas for future evolution into the CAP's core values and moral leadership education. CREEL will champion ethics and excellence in leadership and seeks to integrate these areas into CAP's overall resiliency and organizational fiber. An essential resource is the CREEL Journal "**Clearance**," which showcases academic research and best practices of the CAPCCC student body and others within the CAP family. The journal will be electronically published periodically as the material is ready to be publicly presented. The journal can be found at this link – [CLEARANCE](#).



Advanced Character Development Course (ACD)

The ACD is **advanced studies in ethics, moral development, teaching and learning styles, group dynamics, motivation, and resiliency**. An intensive four-week virtual-in-residence program on the theories of creating moral and ethical thinking in leadership and youth programs. This program targets character development instructors and chaplains at all levels interested in providing leadership to the corps as it evolves the character development program into the future. Students will meet weekly for two to three hours virtually while completing reading and writing assignments and researching character development, ethics, and resiliency topics. Each class is assigned specific curriculum development projects in support of CAP, U.S. Air Force, and U.S. Space Force character, ethical leadership, and resiliency needs.

Dates: ACD 24A, April 8 – 29, 2024
ACD 24B, September 9 – 30, 2024

Prerequisites:

- Technician rating as a chaplain or character development instructor.
- Limited to twenty-five students per course. Enrollment priority is given to those with a senior specialist rating, as this course is required for the master specialty rating in the chaplain and CDI professional tracks.

Admission and Registration Procedures

To enroll in the CAPCCC courses, review the upcoming college course schedule and 2024-2025 catalog on the CAP Chaplain Corps [Education and Training Opportunities](#) page. Refer to the course information, prerequisites, and registration deadlines to ensure eligibility. Course enrollment registration may be completed through the college's registration link on the CAP Chaplain Corps [Education and Training Opportunities](#) page. Registration can also be done through CAP Chaplain Corps course enrollment email announcement links.

A CAP HC email address (name@hc.cap.gov) is a **requirement for enrollment**. Course **registration and enrollments are not accepted without a CAP HC email address**. All official college communication with students and faculty will be done through their CAP HC email address. If you do not have a CAP HC email address, please get in touch with the CAP HC email administrator, Ch, Maj Lin Berez, at hct@hc.cap.gov or Ch, Lt Col Timothy Miner, at tminer@hc.cap.gov to obtain an HC email address before registration.

Registration, submission of all required information, and completion of prerequisites must be done by the closing date for the course registration.

For the Auxiliary Chaplain Program course phase one – Military Honors, a **letterhead memorandum with Wing, Region, or supervising chaplain endorsement requesting entry into the program must be received by the registration deadline to be accepted**. The memorandum must be written and formatted to [CAPP 1-2](#) standards and **is your first graded exercise for the phase one course**. **The memorandum must include** your name, grade, CAPID, unit assigned, CAP/HC email address, and telephone number for contact **and be correctly endorsed by your Wing, Region, or appropriate supervising chaplain**. In the memorandum, explain why you would like to support Air Force-assigned missions and why you would be a good candidate for this educational opportunity. Submit a PDF copy to the registrar at registrar.CAPCCC@hc.cap.gov.

The final Auxiliary Chaplain Program course (phase four) is an **In-Resident-only** course at the Air Force Chaplain Corps College (AFCCC), Maxwell AFB, AL. **Travel and lodging will be at the student's expense**.

For further college information or to address questions, please contact the college Admissions Officer and Registrar at registrar.capccc@hc.cap.gov.

College Contacts

Commandant

Chaplain, Lt Col Timothy Miner
tminer@hc.cap.gov

Director, Curriculum Development and Training

Chaplain, Lt Col John Tillery
jtillery@hc.cap.gov

Director, Professional Career Education

Chaplain, Lt Col Timothy Miner
tminer@hc.cap.gov

Director, Auxiliary Chaplain Course

Chaplain, Lt Col John Reutemann
jreutemann@hc.cap.gov

Director, Center for Religious, Ethics, and Excellence in Leadership

Chaplain, Lt Col TJ Jenney
tjenney@hc.cap.gov

Admissions Officer and Registrar

Chaplain, Capt Chon Gann
cgann@hc.cap.gov

Note: Primary email for admissions and registration - registrar.capccc@hc.cap.gov

Senior Chaplain Support Advisor

MSgt Gerald Martin, Chaplain Support Specialist
gmartin@hc.cap.gov

Current as of March 10, 2024