

EDUCATION AND TRAINING PROGRAM

FREQUENTLY ASKED QUESTIONS

APPLICABLE TO ALL LEVELS AND TO MEMBERS IN GENERAL:

Administration:

- Is the new program easier?
 - No. It is more accessible and more flexible to better meet the needs of members.
- Is the new program harder?
 - No, it is different. Members will not sit through lectures, but the assignments members are asked to complete will be application-based. Expect active learning with lots of discussion and application.
- Is face-to-face training going away?
 - No. Every module can be taken onsite or online.
- Can I still get credit for PME?
 - Yes, but it will not be credit for full levels. It will be Equivalency Credit (EC) for modules that most closely align with the PME curriculum. CAP-specific topics like CAP's Strategic Plan or the Board of Governors will need to be completed.
- Can I still get credit for other colleges (SE, HC, Legal, IG)?
 - You can get Equivalency Credit for the topics covered in your college.
- What are the key points about the new program that I need to communicate with members?
 - Former cadets will have a path in Level 2 that better meets their needs and values their knowledge.
 - New members will not experience any changes.
 - Former military members will have a path in Level 2 that better meets their needs and values their knowledge.
 - Professionals will have a path in Level 2 that better prepares them for advanced grade and values what they bring to CAP better.
- Will the new program take longer to complete than the old (legacy) program?
 - No.
- When will the new tools in eServices be released?
 - The new Education and Training tools in eServices will be released on 4 August 2020.
- Who is going to teach me how to use them?
 - We will provide guidance regarding how to use the new tools closer to their release date. We must wait for IT to finish the tools before we can teach you how to use them.
- Will the CAP University website be updated? When?
 - The CAP University website will disappear on 4 August 2020. A new Volunteer University website will be available after Command Council Meeting in February 2020.
- When will the regulation drafts be out for review?
 - The new regulation will begin the review process in March 2020.
- When will the new lesson materials be out?
 - The new lessons will be available no later than 04 August 2020.

- Will there be new certificates associated with the new program? How do we get them?
 - No.
- Will there be any new awards or ribbons?
 - No.
- Will the Leadership Award Ribbon turn into the Davis Award?
 - No.
- I heard that the UCC is going away. Is this true?
 - There will not be a Unit Commander's *Course* but there will be modules that provide training for squadron commanders, group commanders, wing commanders, and region commanders.
- Is Cadet Protection Based and Advanced going away?
 - No.
- What will be inspected on the CI/SUI?
 - We do not know if there will be changes to CI/SUI inspections. That was not part of our scope.
- Where does the new Core Values for Seniors fit into the new program?
 - The Core Values for Seniors is an optional program. Each level of the Education and Training program will have modules related to the Core Values but the two are different.
- Will there be a new Command Specialty Track?
 - Yes, there will be a new Command Specialty Track when the specialty track changes are implemented. Some minor changes are expected in specialty tracks in fall 2020.

New Program Training for Leaders:

- Will there be an implementation guide for the new program?
 - Yes.
- When will my Directors of PD and PDOs going to get trained on administering the new program?
 - Late spring and summer 2020. Once we finish developing and testing the new system, then we can train people to use it.
- Will there be instructor training?
 - Yes.
- How will new instructors be trained? Is there a certification?
 - Instructors will complete training before teaching through a series of modules on teaching best practices and the specifics of our Education and Training program. There is no certification in the way educators use that term. Volunteer University will track whether a person has completed the required training and is recommended to teach. There is a process map for applying to be an instructor in the packet.

MEMBER FOCUSED QUESTIONS:

General:

- A lot of topics in the new program look much like the topics I have completed within the legacy (old) program. Why not just let that credit transfer to the new program?

- During the grandfather period, training will transfer. After the grandfather period, everyone will complete the new program. Some topics are similar, and others are different. Even if the name is the same, the content has been revised.
- Does the new program mean I have to complete all the coursework online?
 - No. Every module is available online and onsite.
- I understand that CLC will not count towards Level III if I do not finish the rest of my requirements within 6 months; but what about the rest of the things I have done? Will I have to start Level III from scratch? Will I have to go to another 2 conferences, or get a Senior rating in a new specialty?
 - No. Conferences and specialty track ratings will still count toward the new program.
- Why can't I finish my PD in the legacy program?
 - During the grandfather period, you can. After the grandfather period, everyone will transition to the new program.
- I am a member of a local squadron and have always been happy here. In the old (legacy) program; I had a clear path to finish my Wilson and to become a Lt Col. In the new program, I'll have to leave the unit so I can't finish. How can I still get my Wilson and become a Lt Col? I have given so much for so long . . .
 - You do not have to leave the unit to serve in a duty position at higher levels. Many members attend local meetings when they serve in duty positions at higher levels.
- There are not any jobs for me to go to at Group or Wing. How can I progress?
 - Service at group or higher is required for achieving Level 5. In the years one works on Level 5, positions are sure to open at the group, wing, region, or national level. Only one year of service at group or higher is required.
- I am an ES specialist, and am highly active in (ground team, aircrew, mission staff duties). Can you tell me how the new program will help me do what I do better?
 - The new program does not address mission skills.
- I already have my Wilson; is there a way I can get credit for lessons I take in the new program? Can I take lessons in the new program?
 - You can access lessons in the new program. The student guides, instructor guides, and PowerPoints will be available on the Volunteer University website.

Equivalencies:

- I enrolled in Air Force PME to meet my PD requirements (OBC, RSC or NSC). I won't finish before the transition to the new program and my grandfather period ends. Should I quit the course?
 - Very few members choose this path. You should contact the Education and Training team to discuss your specific situation.
- I completed the (Inspector General, Safety Officer, Legal Officer, Chaplain Corps Region Staff) College and got credit for Region Staff College before the transition but will not finish Level IV before the grandfather period ends. Does this mean that I must do the modules for the new Level IV?
 - Yes.
- Can I use my ES quals in the new program? I do not plan to be a commander or a staff officer, but I still want to progress.

- You can progress by serving in a staff position. You do not have to serve as a commander. You will not notice a change with the new levels; however, you may notice a change when specialty track revisions are rolled out in the future. In the new system, tasks you complete will cross populate like they do in your ES SQTRs.
- Is it true that former cadets will “lose” credit for their achievements in the new program? What can they keep?
 - No, former cadets will still be able to use milestone awards for Equivalency Credit in the senior Education and Training Program. Former cadets will have modules in Level 2 that were created by recently transitioned seniors for cadets who will follow them. These modules will be required regardless of the milestone award achieved. Several modules for former cadets are shorter than the modules required for new members to better value the skills cadets bring to senior membership.

QUESTIONS UNIQUE TO UNIT PDOS AND COMMANDERS:

- What will Cadet Sponsor Members have to take in the new Level I?
 - There will be no change to what is required for Cadet Sponsor Members.
- I have a Cadet Sponsor Member who is thinking about becoming a regular senior member when he renews in September. Will he have to take Level I again in the new program?
 - No.
- I am a little confused about the new Level I. Is it longer? Why is it split into 2 parts?
 - No, it is not longer. It is not split into two parts. Level 2 has two parts—a core that applies to all members and paths that are tailored to the skills members may bring to CAP. After a member completes the first part of Level 2, he or she is eligible for promotion.
- I have a member who is rejoining and already has Level III. She has some of the requirements completed for Level IV, but not all. Can they keep all the training for Level IV before they left?
 - During the grandfather period, yes. After the grandfather period, everyone will take the new training. Conference attendance and specialty track ratings will still count toward advancement.
- How does the new program work for Health Services Officers?
 - There are no differences in how the program works for Health Services Officers versus other officers.
- How do I as a unit PDO still record my former military members’ professional military education (PME) in the system? Do I still need to?
 - We will be able to answer this question after IT completes more work on the admin module for the levels. Yes, you still need to record PME, if the member wants to use it for Equivalency Credit. PME credit will still result in equivalencies in the Education and Training program for modules on general topics. Modules on CAP-specific topics will need to be completed. For example, military personnel with appropriate PME might receive equivalency credit for Executive Leadership in Level V but would need to take the CAP Governance module.
- Do I still need to ask for Cadet Programs Officer Specialty Track credit and Yeager credit for my former cadets?

- We are unsure. IT has not finished building the admin module for the new program. As soon as we see the interface, we will be able to answer this question.
- Will pilots have to take Level IB before they can fly?
 - There is no Level 1B.
- I have a member who has a business management degree. Do they still have to do the leadership/management modules?
 - For now, the member will have to complete all the modules in the level.
- I have a member who has a teaching certificate, do they still have to take the instructor training?
 - Yes. The instructor training will help members learn about teaching volunteers and our education and training program.
- How many of the modules can I host at my squadron? How do I get them approved?
 - What can be hosted locally depends on the instructors available in your area. The local Education and Training Officer can work with group, wing, and region to schedule local training.
- I have a senior cadet who is thinking about transferring early so that they can get credit for their service in the legacy program. How should I advise? Does it depend on their cadet achievements?
 - Former cadets can receive Equivalency Credit for various modules in the new program depending on the milestone award they earned as a cadet.

QUESTIONS UNIQUE TO REGION AND WING DIRECTORS OF PROFESSIONAL DEVELOPMENT AND COMMANDERS:

- Does the new program mean that the region/wing doesn't have to hold PD courses on weekends anymore? Can my wing still hold PD weekends if it wants to?
 - The wing can and should offer face-to-face training. The new program is more flexible than the old program. See the sample schedules for examples of how the new program can be offered.
- Can my region/wing host the new modules during our conferences?
 - Yes, that was one of the goals of the new program.
- My wing does not have the people to instruct the higher-level PD modules. Where should I send my members? Will they have to wait?
 - Every wing will have some qualified instructors. Neighboring wings may also have resources as well as regions. You can also have your members take the modules online.
- When should my wing stop offering SLS and CLC?
 - The last SLS and CLC should be completed by 31 July 2020.
- Is Wing Commanders College going away?
 - Wing Commander College is not going away, but it is changing to better meet the needs of our members. These changes started a few years ago and will continue in the future.
- Will National HQ still have a calendar for posting available hosted modules?
 - Yes. We will advertise education and training opportunities on the Volunteer University website.
- How many assistants can I assign to my (region/wing/group) to allow more members to get their staff time?

- Each commander chooses his or her own staff to meet his or her needs.
- Do I still use a Form 11 to document PD completions?
 - We will not know the specifics of the interface until IT gets it built later this spring.
- Can cadets take PD modules and receive credit as a senior?
 - Not at this time. For those cadets who modules such as Cadet Protection, the credit will carry over to senior membership.
- Do I have to complete instructor training to teach a module?
 - Yes, all instructors will complete training and be approved before teaching.