

CIVIL AIR PATROL

# CADET WINGS

— GUIDE —



CAPP 60-43  
April 2026

A Program in CAP's

**YOUTH  
AVIATION  
INITIATIVE**



ALEENA FRANCIS  
CADET  
CAP

**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.**



## SUMMARY OF CHANGES

This publication replaces CAPP 60-43, *Cadet Wings Guide, May 2025*. Changes throughout are highlighted in grey. Minor grammatical changes excluded.

- a) Changed references from Cadet Invest to Registration Zone
- b) Changed requirement to apply from Achievement 1 to Wright Bros Award
- c) Added requirement to graduate encampment
- d) Changed references from FBO to Flight Training Provider (FTP)
- e) Updated timeline to comply with Registration Zone processes
- f) Added Requirement for Flight Training Providers to complete Cadet Protection for Flight Instructors, and clarified Screening Process
- g) Removed the Prospective Candidate Phase
- h) Emphasized the requirement for cadets to monitor Contract and Funding Obligations
- i) Updated Objective Scoring Criteria
- j) Improved clarity on Decision Authority, Disenrollment, Mandatory Reporting, and Probation/Disenrollment process.

On the cover: Cadet Wings Graduate #339 C/MSgt Aleena Francis, SWR-AZ. She received her flight training through Cadet Wings' Advanced Flight Training Academy, Summer 2024.

**CAPP 60-43**  
**CADET WINGS GUIDE**  
**April 2026**

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## 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) category and class. The United States Air Force and other funding partners, such as the James C. Ray Flight Training Scholarship, have allocated Civil Air Patrol (CAP) funds for CAP cadet flight training, to fulfill its mission of developing tomorrow's aerospace leaders.



As part of the Youth Aviation Initiative (YAI), Cadet Wings is a merit-based program that provides formal flight training for CAP cadets pursuing a PPC. The PPC is recognized by the industry as the first milestone for those who have a serious desire to pursue a flying career. **Cadet Wings also provides financial support to ensure cadets can participate regardless of economic circumstances.**

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 Pilots 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 the quality of instruction, this program will put you on a path to success and help keep you there.

Cadet Wings goals are for:

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



*C/Lt Col Genna Nickel, PCR-WA, Cadet Wings Graduate #441*

### **Program Authority and Decision Making**

CAP/CP and the Youth Aviation Initiative (YAI) Panel share responsibility for execution of the Cadet Wings program. The YAI Panel conducts application review, validation, and provides recommendations on candidate selection, enrollment status, waitlist movement, exceptions, probation, and disenrollment actions.

Final approval authority for all candidate status decisions, exceptions, and disenrollment actions rests with CAP/CP. All decisions are documented in official program records.

Due to the variable nature of flight training, situations may arise that are not addressed in this guide. In such cases, cadets should contact [cadetwings@capnhq.gov](mailto:cadetwings@capnhq.gov) to request consideration.

## Experimental Aircraft Association Student Membership

CAP partners with EAA, the [Experimental Aircraft Association](#). When cadets complete their first CAP orientation flight, EAA will honor this flight and enroll the cadet into the Young Eagles Flight Plan. Though cadets are not considered Young Eagles, they can receive many similar benefits, including:

- a) FREE access to Sporty's Learn to Fly Course (\$299 value)\*
- b) FREE first flight lesson (\$160 value)\*\*
- c) FREE Soaring Society of America Cadet Membership
- d) Enrollment into EAA AeroEducate
- e) FREE EAA Student Membership
- f) FREE admission to 400+ science and technology museums
- g) FREE Academy of Model Aeronautics Student Membership
- h) FREE electronic copy of EAA Sport Aviation magazine

*\*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 FAA Airman Knowledge Test aka written exam (\$175 value).*

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

Cadets are eligible to join EAA as a Student Member after their first orientation flight. For more information, see the [Young Eagles link on the CAP website](#). If you need help, contact [cadets@capnhq.gov](mailto:cadets@capnhq.gov) and ask for instructions on joining.



## 1.2 KEY CONTACTS

The following individuals are your key contacts 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.

Kathrine Schmidt  
Sr. Program Manager  
Cadet Aviation  
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Additionally, aviation experts are assigned to the YAI Panel as panel members to focus on day-to-day processing, coordination, and mentoring. Both the YAI Panel and Wing Point of Contacts can be found on the Cadet Wings [webpage](#).

## Part 2 APPLICATION PROCESS

### 2.1 TIMELINE

1 July 8:00 AM CDT	Application window opens, cadets begin applying online in eServices Registration Zone (Reg Zone) for Cadet Wings
1 Sept 12:00PM CDT	Application deadline to be considered for Cadet Wings
15 Sept	Deadline for Parents, Units, and Wings to approve Reg Zone applications
15 Sept	YAI Panel begins review of Ideal Candidate applications.
15 Sept – 16 Sept	Objective scoring program runs, Ideal Candidate Documentation verified
2 weeks after FY Appropriations are received	Earliest possible date that flight training may begin
As selected	Announcements go out to cadets via email notifying them of their category, status, and next steps

### 2.2 ELIGIBILITY

- You must be a current cadet member in good standing at the time of application AND throughout the duration of enrollment.
- Cadets must have earned the Wright Bros Award.
- Cadets must have graduated encampment.
- By FAA standards, you must be at least 16 years old for solo operation of an airplane. To take the FAA Private Pilot Practical Test for an airplane, the FAA requires that you be at least 17 years of age. **Cadets must have been born on or before September 10<sup>th</sup>, 2010, to participate in the 2027 Cadet Wings Program.** They will not begin flight training until they are within 6 months of turning 17.
- Cadets must pass the FAA Private Pilot Practical Test prior to their 21st birthday.
- 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.
- 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, as defined in 2.2, can apply for Cadet Wings. Some aviation related requirements that would make a cadet more competitive include:

- a) Current Aircraft Ground Handling Training, not expiring before 30 September of the upcoming Cadet Wings fiscal year
- b) Valid Student Pilot Certificate
- c) Current FAA Medical Certificate (Class III as a minimum)
- d) Solo Endorsement and Solo Flight in an airplane, glider, or balloon (IAW [14 CFR § 61.87](#))
- e) FAA Airman Knowledge Test Report containing passing score not expiring before 30 September of the upcoming Cadet Wings fiscal year
- f) Exhibits the potential for continued CAP service as a cadet leader

*Note: Information provided on the application will be verified by NHQ and the YAI Panel to ensure it is truthful at the time of application submission.*

## 2.4 ACRONYMS & DEFINITIONS

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

**FTP:** Flight Training Provider– This is any organization that provides flight instruction. This can be a dedicated flight school or an instructor and aircraft.

**CFI:** Certificated Flight Instructor – A person who holds a flight instructor certificate who is authorized to give training and endorsements.

**Navigator:** A local senior member with a desire to help cadets succeed, remain in contact with their cadet to celebrate accomplishments and troubleshoot hurdles, and be their local advocate. Aviation experience is not required.

**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 FTP/CAP CFI, how often you will fly, when you will begin and end your training, etc.). It is **highly** recommended that you use the templates found in Attachments 5 & 6 and on the Cadet Wings webpage.

**Cadet Wings Commitment Statement:** Form pledging ongoing commitment to overall goals and standards of Cadet Wings as outlined in this guide (See Attachment 1)

**Objective Scoring Process:** An automated scoring process by which application elements are scored (See Attachment 2).

**Subjective Scoring Process:** An aviation expert panel reviews the submitted flight plans for an actionable, feasible plan and verifies receipt of valid certification documents, etc. (See Attachment 3).

## 2.5 FLIGHT TRAINING METHODS

To develop tomorrow's aerospace leaders, Cadet Wings is organized around two primary training methods. Cadets indicate their preference for CAP Aircraft/CAP Instructor or Commercial Flight Training Provider 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 the added benefit of orienting cadets to flying in CAP, as they will be flying their proficiency flights in CAP planes, requiring them to be competent with CAP flight operations procedures and processes.

If available, after evaluation, the Commercial In-Residence Flight School and the CAP Advanced Flight Training Academy may be two secondary flight path options. These candidates will be selected from the most qualified candidates. **Candidates must select "Yes" to the in-residence flight academy question on the Cadet Wings Flight Training Information Section of the Cadet Wings Application survey.**

Cadets selected for the Commercial In-Residence 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 an 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.



*C/Lt Col Addison Fitzpatrick, MAR-NC, Cadet Wings Graduate #372*

## Flight Training 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 Flight Training Provider

##### (FTP)

A Commercial Flight Training Provider provides aircraft and CFIs for training. National Headquarters, Cadet Programs will contract with the FTP, stipulating details, 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. While it is encouraged for cadets to introduce themselves to the flight school they would like to train with, they should leave payment and contracting discussions to NHQ Staff.

### Secondary Training Methods

#### CAP Advanced Flight Training 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

In partnership with AFJROTC and participating universities, the 60-day Commercial In-Residence Flight School method will provide aircraft, CFIs, lodging, and meals. This program takes place over the summer. Cadets attend universities in pairs and work with AFJROTC, AFROTC, and USAFA cadets. 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 conducted in a professional, open, and public environment. All instructors supporting Cadet Wings must meet CAP-approved screening requirements before instructing cadets under this program. CAPR 60-2, *Cadet Protection Policy*, section 2.10 addresses standards of practices, which include flight instruction. Prior to enrollment, cadets must complete the “Always Vigilant” proctored online course. This course is scheduled through the Cadet Programs, Aviation Group at National Headquarters.

To support safe and professional conduct, all instructors at a Commercial FTP working with cadets must review and acknowledge the document “Understanding Cadet Protection for Flight Instructors Supporting Civil Air Patrol Cadets.” The signed acknowledgment must be submitted to [cadetwings@capnhq.gov](mailto:cadetwings@capnhq.gov) before any instructor is permitted to train cadets under this program. Both CAP and the flight school shall retain acknowledgement records.



*C/Lt Col Isaac Garcia, GLR-IN, Cadet Wings Graduate #342*

## 3.2 CANDIDATE CATEGORIES

There are 5 candidate categories. Candidates will be notified of their enrollment progression and any changes in candidate category by NHQ via email with comprehensive completion instructions. Questions should be directed to [cadetwings@capnhq.gov](mailto:cadetwings@capnhq.gov). **Cadets should not work on any steps until directed by NHQ.**

### Submitted Application

In this phase, NHQ reviews the documents submitted to support your application. It is possible that the YAI Panel will request a corrected document or additional documentation. Not all applicants move forward to the Contracting phase. The requested documentation is detailed in Attachment 3.

### Contracting Candidates

In this phase, NHQ contacts the FTP or CAP-CFI listed in a cadet's flight plan for additional documentation, as well as assigning tasks for the cadet to complete, including:

- a) Sign up for Zululog and when directed, input all previous flights.
- b) Attend Always Vigilant
- c) Attend a Launch Call
- d) Purchase the ASA Oral Exam Guide
- e) Submit their Direct Deposit Form
- f) Applicant signed Conflict of Interest
- g) A Flight Plan

As a Contracting Candidate, cadets are placed with a mentor from the YAI Panel. It is expected that cadets attend these calls even though they are not yet actively flying with Cadet Wings. They will have the opportunity to ask about contracting updates, receive mentorship, and peer support while they prepare for flight training.

### Enrolled

A candidate who is accepted into Cadet Wings and has begun their customized private pilot timeline. Enrollees will have several progress assessments to ensure they are on track for success. They:

- a) Continue to attend bi-weekly progress call meetings
- b) Schedule to fly 2-3 times per week
- c) Follow the Commitment Statement and all program guidance
- d) Maintain their online logbook, Zululog
- e) Monitor funding and contract obligations
- f) Maintain a record of weather and maintenance cancelations
- g) Communicate successes and challenges with their Navigator, YAI Panel Mentor, and [cadetwings@capnhq.gov](mailto:cadetwings@capnhq.gov).

### Wait-Listed Candidates

A waitlist *may* be established after the application window closes. Meeting the Ideal Candidate criteria does not guarantee selection. Due to funding limitations, fully qualified candidates with lower objective scores may not be selected for enrollment. Applicants not initially selected may be placed on a waitlist in objective score-ranked order. Waitlisted candidates may be offered enrollment if additional funding becomes available or if selected candidates decline participation.

All waitlist notifications will be issued no later than 15 February. Candidates must be identified for contracting status and have an executed contract no later than 1 March. Candidates who are not under contract by this date will not be enrolled in the current fiscal year.

### Not Selected

It is our *goal* to notify those not selected by 31 December.

Candidates who are not selected will be notified after the application review period ends. They are encouraged to work on the ideal candidate criteria and objective scoring criteria to reapply in the following application cycle.



*C/1st Lt Cameron Tucker, MAR-MD, Cadet Wings Graduate #329*

### 3.3 PLANNING AND PROGRESSION

To achieve any goal, you need a detailed plan and timeline. You should establish a timeline/schedule to achieve your goal of attaining your PPC within the 60 allotted program hours or within 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 your Private Pilot Certificate. 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 translates to 2 - 3 times a week.
- e) You should prioritize the consistency of flying, also known 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 at least 20 hours per week to complete the program. This allows you to progress at a reasonable pace. These 20 hours include pre-flight, flying, 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.
- g) Except for In-Residence programs, cadets must begin their training no later than 1 March to allow for 6 months in the program prior to the close of the Fiscal Year on 30 September. If requesting a delayed start (Ex, you are 16 ½ on December 15<sup>th</sup>, or you wish to train in the Spring semester), indicate so in your Flight Plan.
- h) Except for In-Residence programs, the Commercial FTP or CAP Aircraft/Instructor must be located within 2 hours' travel time (one way) of where you will be living for the duration of your training. Exceptions to this may be granted by CAP/CP on a case-by-case basis. If seeking an exception, indicate this in your Flight Plan and include why you are requesting an exception.

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 (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 between flights, resulting in wasted time refreshing old skills rather than focusing on new ones.

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, you can complete the program in 3 months under perfect conditions!

### 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 through periodic reports submitted by CFIs, bi-weekly progress updates and mentoring video sessions, Zululog, and, if applicable, flight records in WMIRS. Attendance at the bi-weekly progress update calls and use of 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 documented progress and compliance as measured against the cadet's approved flight plan, communication expectations, and program requirements. 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 listed above. 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 CAP Cadet Programs at [cadetwings@capnhq.gov](mailto:cadetwings@capnhq.gov) before the need occurs with a detailed explanation.

#### First Enrollment Progress Assessment

- Measure progress against your approved customized flight plan accepted at the time of enrollment
- Verify you have a good working relationship with your instructor
- Provide mentorship or the 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 you are meeting weekly minimum-flying hour requirements

## Continuing Evaluations & Final Phase Preparation

- Continue to measure progress against your 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 the FAA Private Pilot Practical Test, as compared to your flight plan or modify plan as needed with concurrence of your CFI and the YAI panel
- Final Phase: The YAI panel ensures that both the cadet and CFI have made the proper arrangements (Integrated Airman Certification and Rating Application (IACRA) paperwork, scheduled an examiner, coordinated with National Headquarters Cadet Programs for payment of the FAA Private Pilot Practical Test, etc.) prior to your exam date.

## Risk of Disenrollment

Every cadet at risk of disenrollment will be considered individually, and extra resources 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 a cadet has a conflict with a meeting, they must provide notice and/or excuse *prior* to meeting time. If a meeting is missed in the 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 who do not answer communication from NHQ and/or their assigned YAI Mentor within a reasonable time frame (3 days).
- Failure to inform CAP/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 CAP's Core Values.
- Failure to complete required 'Always Vigilant' Cadet Protection training.
- Failure to properly monitor funding as stated in the executed contract for their flight training.



*Photo by C/CMSgt Olivia Morgan, PCR-AK*

### **3.5 CAP PILOT ONBOARDING, TRANSITION, and ADDITIONAL TRAINING**

After you have passed your checkride and are an FAA pilot, you can work towards becoming a CAP VFR Pilot. After completing a CAPF 70-5 (aka Form 5), you are eligible for 1.8 hours of proficiency flying each month in CAP aircraft as long as you remain a cadet.

Please review and be familiar with the following:

[CAPP 70-12, Pilot Onboarding](#)

[CAPR 70-1, CAP Flight Management](#)

[CAPS 71-1, Aircrew Training, Airplane](#)

[CAPS 71-6, Aircrew Training, Cadet Wings](#)

[CAPS 71-4 AFAM-approved Proficiency Profiles](#)

[CAPF 70-5, Pilot Flight Evaluation, Airplane](#)

After onboarding, cadets are eligible to begin transition training to other, more available aircraft. This includes transition to a high-performance and/or technically advanced aircraft.

Cadets who achieved their Private Pilot rating under a Cadet Wings program can use CAP airplanes for continued flight instruction toward any FAA certificate, rating, or endorsement. Consult the CAPS 71-series document appropriate to the category of aircraft to determine which ratings currently have an approved training syllabus. Although future programs may provide funding for selected individuals to pursue their training, currently this training must be self-funded. You may continue training towards further FAA certificates, ratings, or endorsements as a senior member.

## 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/guardians) or professionally through CAP. While these are vital roles to a cadet’s success in Cadet Wings, program authority and decision-making is shared between the YAI Panel and NHQ Cadet Programs.

- Parents
- Senior members in unit
- Leadership Command
- DCPs
- Cadet Wings POCs
- Navigators
- 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 the 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 [Cadet Wings Graduates](#).
- Encourage communication and sharing between cadets in the same state that are enrolled in the Cadet Wings program.

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

- Support the DCP in program advertising by promoting organized seminars and encourage attendance to NHQ hosted webinars and events
- Communicate at least once a month with cadets to ensure they have the support to meet any challenges.
- Encourage an open dialog between students and mentors as to any challenges or problems that arise.
- Support Cadet Wings graduates transition from Student Pilot to CAP VFR (Form 5) Pilot.
- For more information view the [Cadet Wings Program POC guide](#).

## 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](#) or view the [Navigator Guide](#).

- 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/cadetwings>)



*C/Lt Col Evan Lightfoot, MAR-DE, Cadet Wings Graduate #360*

# ATTACHMENT 1

## CADET WINGS COMMITMENT STATEMENT

[Access the Commitment Statement on the Cadet Wings webpage](#)

### 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. My flight training will take place within 2 hours' drive time (one way) of where I will be residing.
- 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."

## ATTACHMENT 2

### OBJECTIVE SCORING POINTS

#### Academic Achievements

<b>Mathematics</b>		<b>Grade Point Average</b>		
Algebra II	10	3.0 or higher		14
Algebra I	8	2.70 to 2.99		10
		2.69 or lower		0

#### Civil Air Patrol Service

<b>Special Awards</b>		<b>Cadet Activities*</b>		
CC Commendation or higher	5	Five or more		8
AFA/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			

<b>Longevity*</b>		<b>Milestone Achievement*</b>		
4 years or more	8	Spaatz		10
3 to 4 years	6	Eaker		8
2 to 3 years	4	Earhart		6
1 to 2 years	2	Mitchell		4
Less than 1 year	0	Wright Brothers		2

<b>Cadet Advisory Council</b>		<b>Emergency Services*</b>		
Chair, Vice Chair or Recorder	5	Four or more Ratings		8
Primary Representative	3	Three Ratings		4
Assistant Representative	2	Two Ratings		2

\* Based on information from eServices

## ATTACHMENT 3

### REQUESTED APPLICATION DOCUMENTS

Items listed below are uploaded with the application in pdf format and are reviewed for validation and completion of documentation. It is possible the YAI Panel will request corrections to be made to submitted documents or request additional documentation. If additional documentation is required, you will be provided a Dropbox link.

- 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 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)
- Cadet Wings Navigator Agreement (see Attachment 4)
- List of extracurricular activities requiring more than one hour per week or that may impact or interfere with flight training
- A Picture (shoulders/headshot) IAW CAPR 39-1 Grooming Standards. CAP uniform is desired; however, appropriate civilian attire is acceptable.

## ATTACHMENT 4

# NAVIGATOR AGREEMENT

[Access the Navigator Agreement on the Cadet Wings webpage](#)



### *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 James C. Ray Flight Training Scholarship 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 the 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: \_\_\_\_\_

# ATTACHMENT 5

## SAMPLE FLIGHT PLAN - CAP AIRCRAFT/CAP INSTRUCTOR

[Access Sample Flight Plans on the Cadet Wings webpage](#)

### Cadet Wings Flight Plan

C/2d Lt Curry, CAPID 654321  
105 S. Hansell Street, Maxwell AFB, AL 36112  
(877)-227-9142  
[John.curry@alwq.cap.gov](mailto:John.curry@alwq.cap.gov)

Flight plan includes your name, address, and contact information.

Include the flight method you are requesting. Check CAPP 60-43 for a description of each.

**Flight Method:** CAP CFI

**Primary Instructor:** Gen Spaatz, CFII, CAPID 123456

**Alternate Instructor:** Brig Gen Mitchell, CFI, CAPID 123455

**Primary Airport:** Maxwell Air Force Base KMXF

**Training Frequency:** Mondays and Wednesdays after school, Saturdays before work.

Who are you going to fly with? Who is your Alternate CFI if your Primary is sick or out of town?

### Timeline:

We will use the \_\_\_\_\_ training syllabi from CAPS 71-1.

Where will you fly out of?  
How often will you have lessons?

Timeline	Checkpoint
Month 1 (January 2026)	Maneuvers & resolo
Month 2-3 (February-March 2026)	Dual Cross Countries, Night Dual & XC
Month 4 (April 2026)	Solo Cross Countries, Simulated Instrument
Month 5 (May 2026)	Checkride prep & checkride

What syllabi will you use and what is your training timeline?

### Notes:

My 17<sup>th</sup> birthday is on July 4<sup>th</sup> so my checkride will be on or after July 4<sup>th</sup>.

Is there anything else we should know that is important?

# ATTACHMENT 6

## SAMPLE FLIGHT PLAN - COMMERCIAL FLIGHT SCHOOL

[Access Sample Flight Plans on the Cadet Wings webpage](#)

### Cadet Wings Flight Plan

C/SMSGt Doolittle, CAPID 654322  
 105 S. Hansell Street, Maxwell AFB, AL 36112  
 (877)-227-9142  
[jimmy.doolittle@alwq.cap.gov](mailto:jimmy.doolittle@alwq.cap.gov)

Flight plan includes your name, address, and contact information.

Include the flight method you are requesting. Check CAPP 60-43 for a description of each.

**Flight Method:** Commercial Flight School

**Flight School Name:** A+ Flight School, Montgomery, AL

**Flight School Contact Information:** [aplusflightschool@email.com](mailto:aplusflightschool@email.com), (334)-123-4567

**Primary Airport:** Montgomery Regional Airport KMG

**Training Frequency:** Mondays and Wednesdays after school, Saturdays before work.

What flight school are you going to fly with? Where? How can we contact them?

How often will you have lessons?

### Timeline:

A+ Flight School is Part 61 and uses their own syllabus. There are 20 lessons to complete.

Timeline	Checkpoint
Month 1 (November 2026)	Maneuvers & resolo
Month 2-3 (December 2025-January 2026)	Dual Cross Countries, Night Dual & XC
Month 4 (February 2026)	Solo Cross Countries, Simulated Instrument
Month 5 (March 2026)	Checkride prep & checkride

What is your training timeline?

### Notes:

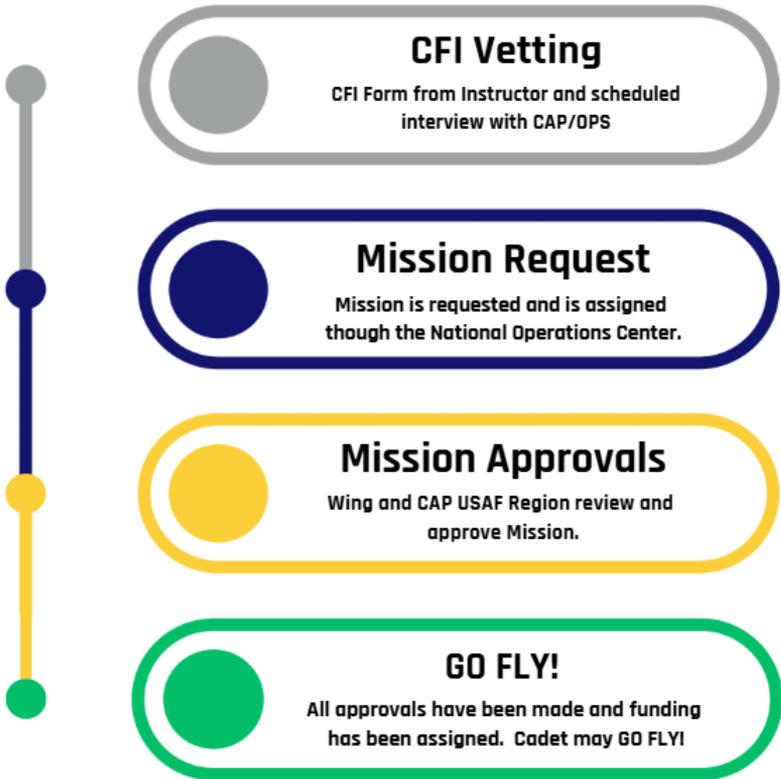
I report to the United States Air Force Academy in late June 2026.

Is there anything else we should know that is important?

**NOTE:** While it is encouraged for Cadets to introduce yourself to the flight school they would like to train with, leave payment and contracting discussions to NHQ Staff. If selected for the program, NHQ will contact your flight school to discuss payment terms.

## ATTACHMENT 7

### MISSION NUMBER REQUEST PROCESS



**\*\*Completion of each step takes approximately 4-5 business days\*\***

## ATTACHMENT 8

### FTP CONTRACTING PROCESS



**\*\*Completion of each step takes approximately 4-5 business days\*\***

## ATTACHMENT 9

### AFJROTC COMMERCIAL IN-RESIDENCE PROCESS

November  
December  
January  
March  
June

#### Interviews

YAI Panel selects top candidates for interviews based on objective scoring. NHQ makes final selections.

#### Document Collection

Selected participants are instructed to upload their documents and obtain a Class I Medical.

#### AFJROTC Handover

Participant notifications are made to AFJROTC and their documents are provided

#### University Matching

AFJROTC matches Cadets to Universities. Cadets begin meeting University requirements. i.e. meetings, Ground School, enrollment

#### GO FLY!

Cadets arrive at University for the summer semester and begin flying.

## ATTACHMENT 10

### CAP ADVANCED FLIGHT TRAINING ACADEMY PROCESS

November



**Interviews**  
YAI Panel selects top candidates for interviews based on ideal candidate objectives and objective scoring. NHQ makes final selections.

December



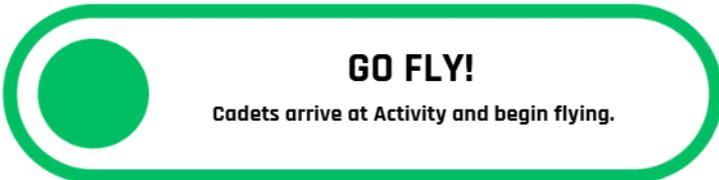
**Document Collection**  
Selected participants are instructed to upload Required Documents.

January

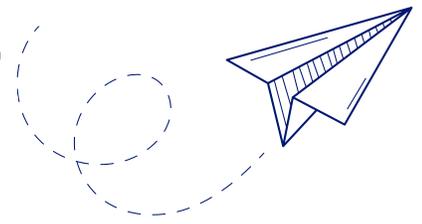


**AFTA Handover**  
Participant notifications are made to AFTA Activity Staff and their documents are provided.

June



**GO FLY!**  
Cadets arrive at Activity and begin flying.



# Navigator Guide

**This document is an outline for Cadet Wings Navigators, offering best practices and ways to help support your cadet through each step of the program. Questions? Email us at [cadetwings@capnhq.gov](mailto:cadetwings@capnhq.gov).**

## **What is Cadet Wings?**

Cadet Wings is a merit-based program for cadets pursuing a Private Pilot Certificate (PPC). Funding is provided by the U.S. Air Force and The James C. Ray Flight Training Scholarship. Learn more by reading [CAPP 60-43, Cadet Wings Guide](#).

## **What is a Navigator?**

Any senior member with a desire to help cadets succeed! Ideally, you will be in the cadets local unit. Being a CFI or having aviation experience is not required! Navigators are expected to champion success from encouragement to apply to taking pictures on checkride day - and everything in between! Navigators remain in constant contact with their cadet and celebrate milestones and troubleshoot hurdles. Each Wing has a [Cadet Wings POC](#) to help, too.

## **How can Navigators support their cadet during the application process?**

- Help cadets develop their flight plan! Point them towards the [Flight Plan Examples](#), map of [prior vendors](#), and encourage them to keep their flight plan realistic. No two cadets will have the same flight plan.
- Help cadets obtain a Letter of Recommendation, ideally from a Flight Instructor they have flown with before. If they don't have the contact information for a CAP CFI, help connect them using [eServices' Member Search](#).
- Attend NHQ webinars (announced via email and on [our Facebook page](#)), and encourage them to do the same.
- Be that squeaky wheel! After your cadet has submitted their application, follow up with their Squadron and Wing Commander to ensure they review and approve (or deny) their application.

## **How can Navigators support their cadet in pre-enrollment?**

- Help cadets submit any document corrections (if asked)
- Help cadet complete pre-enrollment requirements (Launch Call, Always Vigilant, Zululog, purchasing Oral exam guide)
- Attend a Launch Call with your cadet

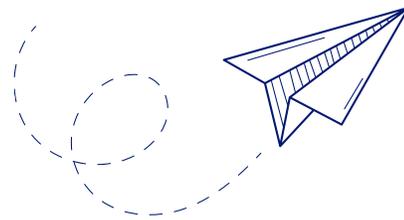


## **How can Navigators support their cadet during the contracting process?**

- If your cadet is seeking to fly with a CAP CFI/CAP Airplane,
- If your cadet is flying with a Flight Training Provider (FTP), the Cadet Wings Team may reach out to you for help with document collection. The quicker this is completed, the sooner your cadet can get up in the air. Occasionally, cadets need help finding a new Flight School if their original option does not work out.



**Questions? Email Us!**  
**[cadetwings@capnhq.gov](mailto:cadetwings@capnhq.gov)**



## Navigator Guide

This document is an outline for Cadet Wings Navigators, offering best practices and ways to help support your cadet through each step of the program. Questions? Email us at [cadetwings@capnhq.gov](mailto:cadetwings@capnhq.gov).

### How can Navigators support their cadet while they are enrolled?

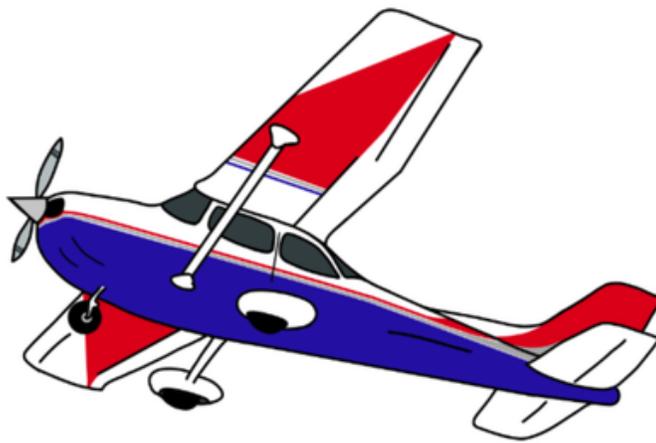
- Check in with your cadet frequently to stay aware of their progress. Is there something they have been struggling with and could use some encouragement? Did they just complete a major milestone like their solo cross country or passed a stage check and deserve some kudos?
- Help them keep track of their hours in the program and spending.
  - Cadet Wings is limited to 60 hours of flight training and/or 6 months of enrollment.
  - Point them towards the [Cadet Wings Finance Tracking Tool](#) to help track their finances and remind them to communicate with their flight school and the Cadet Wings Team if funds begin to get low.
- Contact our team if there is a larger issue - sometimes we need to adjust their flight plan to help them succeed.
- Allow them flexibility if their Progress Monitoring Call takes place on a meeting night - an office or quiet corner of the room is helpful. Cadets attend these calls with their Youth Aviation Initiative Panel Mentor every 2 weeks for the duration of their time in Cadet Wings.
- Remind them of their [commitment to Cadet Wings](#) - it comes first after family and school obligations, **even above other CAP activities like weekly meetings, staffing encampment or other events, and attending NCSAs.**

### How can Navigators support their cadet after Cadet Wings?

- Celebrate passing their checkride - it is a HUGE accomplishment! We love to see Squadron and Wing social media posts about CAP's newest Private Pilot. Graduates will also receive a certificate - print this out to present it at your next Awards night!
- Connect them with your Wing's Director of Operations and Stan/Eval Officer to become a CAP pilot and take advantage of 1.8 hours of FREE proficiency flying each month in CAP aircraft as long as they remain a cadet.
- Encourage them to share their experience and help new cadets work towards Cadet Wings. Cadet Wings Graduates are Ambassadors of the program.



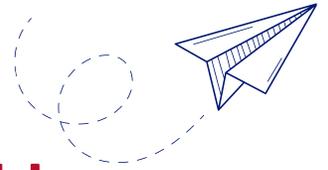
[CAPP 60-43](#)



[Navigator Agreement](#)

**Questions? Email Us!**

[cadetwings@capnhq.gov](mailto:cadetwings@capnhq.gov)



# Cadet Wings Point of Contact Guide

This document is an outline for Cadet Wings Point of Contacts, offering best practices and ways to help support Cadets in your Wing. Questions? Email us at [cadetwings@capnhq.gov](mailto:cadetwings@capnhq.gov).

## What is Cadet Wings?

Cadet Wings is a merit-based program for cadets pursuing a Private Pilot Certificate (PPC). Funding is provided by the U.S. Air Force and The James C Ray Flight Training Scholarship. Learn more by reading [CAPP 60-43, Cadet Wings Guide](#).

## What is a Wings Point of Contact (POC)?

The Wings POC is a Senior Member in each Wing who serves to mentor and support cadets pursuing their Private Pilot Certificate. They: help cadets apply for the program, find Navigators, and provide support to enrolled cadets; support Cadet Wings graduates transition to CAP VFR Pilot; and support the Wing DCP in program advertising by promoting organized seminars and encourage attendance at NHQ hosted webinars and events.

## How can Wings POCs support Cadets looking to apply for Cadet Wings?

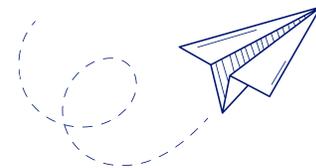
- It takes time to reach ideal candidate status! Work to provide orientation flight opportunities in your wing to introduce cadets to aviation, promote EAA's Young Eagle program for FREE access to Sporty's Lean to Fly course (including reimbursement for a passing score on the FAA Written), and support cadets looking to attend an NFA and work towards their solo.
- Hold Cadet Wings seminars any time large groups of Cadets gather like Encampments and Wing Conferences. Discuss the program with Wing leadership at Commanders Calls, Operations Meetings, and the like.
- Support your DCP in program advertising by promoting application opening and closing dates and encourage attendance to NHQ hosted webinars and events.
- Remind Unit and Wing Commanders to review and approve (or deny) applications in Registration Zone

## How can Wings POCs support enrolled Cadets & their Navigators?

- Check in with them monthly to ensure cadets have the support they need to meet any challenges and encourage an open dialogue - training towards a Private Pilot Certificate is one of the most difficult things a Cadet will do while in CAP.
- Communicate any significant challenges or setbacks with the Cadet Wings Team so we can work together to best support our enrolled Cadets.



**Questions? Email Us!**  
**[cadetwings@capnhq.gov](mailto:cadetwings@capnhq.gov)**



# Cadet Wings Point of Contact Guide

This document is an outline for Cadet Wings Point of Contacts, offering best practices and ways to help support Cadets in each Wing. Questions? Email us at [cadetwings@capnhq.gov](mailto:cadetwings@capnhq.gov).

## How can Wings POCs support getting Cadets the resources they need?

- Cadets opting to fly with a CAP CFI/CAP Airplane sometimes need an advocate to help get them the airplane they need. If the closest plane to them is not a Cessna 172, work with your Director of Operations to consider relocating one for the duration of their training, either by swapping it for another plane or having more than one aircraft at a squadron. Relocating a CAP C172 that needs hours is a good way to get it 60 hours of FREE time on the airframe.
- Aid in helping cadets find a Navigator, a local Senior Member with a desire to help cadets succeed! Navigators are expected to champion success from encouragement to apply to taking pictures on checkride day - and everything in between! Navigators remain in constant contact with their cadet and make sure to celebrate milestones and troubleshoot hurdles.

## How can Cadet Wings POCs support program graduates?

- Celebrate their successes! Getting your Private Pilot Certificate is a BIG deal! We love to see Squadron and Wing social media posts about CAP's newest Private Pilot. Graduates will also receive a certificate - encourage units to print this out to present it at their next Awards night!
- Connect them with your Wing's Director of Operations and Stan/Eval Officer to become a CAP pilot and take advantage of 1.8 hours of FREE proficiency flying each month in CAP aircraft as long as they remain a cadet. Connect them with the Cadet Wings Team at [cadetwings@capnhq.gov](mailto:cadetwings@capnhq.gov) if they need help setting up this mission number.
- Encourage them to share their experience and help new cadets work towards Cadet Wings. Cadet Wings Graduates are Ambassadors of the program. Graduates make great speakers at Cadet Wings seminars.

**Remember to connect with your fellow Wings POCs from across the country! Share best practices with each other to help strengthen the Cadet Wings Program in both of your Wings.**



**CAPP 60-43**



**Questions? Email Us!**

**[cadetwings@capnhq.gov](mailto:cadetwings@capnhq.gov)**



**Wings POC List**

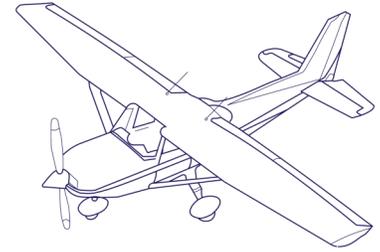
# UNDERSTANDING CADET PROTECTION

## *for Flight Instructors Supporting Civil Air Patrol Cadets*

Civil Air Patrol (CAP) partners with flight instructors to provide valuable flight training opportunities for cadets. To ensure a safe and positive learning environment, CAP maintains strict standards for cadet protection, to prevent grooming and abuse. This information sheet summarizes what you need to know when working with CAP cadets.

### YOUR ROLE AS A FLIGHT INSTRUCTOR

- Provide safe, high-quality instruction.
- Maintain professional boundaries with cadets.
- Support CAP's commitment to youth protection.
- Communicate openly with CAP staff about scheduling, training progress, or any issues that arise.



By partnering with CAP, you play an important role in shaping the aviation future of America's youth. We appreciate your professionalism and support in keeping cadets safe, respected, and inspired.

### CAP'S CADET PROTECTION POLICIES

Civil Air Patrol's standard practice is to limit one-on-one interactions between adults and cadets, as part of our youth abuse protection measures. However, flight instruction is a unique environment and because of this, CAP makes an exception to its normal "two-adult" supervision rule for flight training.

To ensure cadet safety, this exception is carefully managed using the strategies detailed below. This balance allows cadets to receive quality instruction while ensuring their well-being is protected at every stage.

<b>Use Public Spaces</b>	Whenever possible, conduct pre and post-flight briefings in public spaces or in spaces where the cadet and instructor would be visible to third parties (e.g., Briefing room, in a quiet corner of the airport's public lobby or in a conference room with the door fully open).
<b>Electronic Communications</b>	<p>Brief texts, emails, etc., between the instructor and cadet are permitted only for official business. The instructor shall copy the cadet's parent or mentor/navigator (or another adult) on any longer electronic communications, for the sake of transparency.</p> <p>Instructors may not "friend" or private message cadet on social media. Never post photos of cadets without parental consent.</p>
<b>Appropriate Boundaries</b>	All interactions with cadets must remain professional. Instructors should avoid any behavior — verbal, physical, or online—that could be construed as inappropriate, harassing, or overly personal.
<b>Other One-on-One Contact</b>	One-to-one contact out side of the flight training environment is prohibited. The instructor will maintain a professional relationship and avoid socializing with the cadet in a peer-to-peer relationship (including on social media). Similarly, flight instructors are prohibited from dating or entering a romantic or physical relationship with cadets/students, regardless of age.

## FLIGHT INSTRUCTOR SCREENING

All adults providing flight training to CAP Cadets must successfully pass a criminal background check. If your Flight Training Provider already requires employee background checks, this will suffice. If no background check is conducted by your employer/contractor, instructors must complete CAP's screening process before working with cadets.

Ineligible Offenses	Potentially Eligible Offenses
Including, but not limited to: <ul style="list-style-type: none"><li>• <b>Sex Offenses:</b> rape, sexual assault, sexual battery, and any crimes involving sexual misconduct with minors.</li><li>• <b>Violent Crimes:</b> murder, assault, robbery, battery, and domestic violence.</li></ul>	Individuals with convictions for non-violent offenses may be considered for participation. These offenses include, but are not limited to: <ul style="list-style-type: none"><li>• Fraud</li><li>• Embezzlement</li><li>• Drug-related offenses</li><li>• Identity theft</li><li>• Driving Under the Influence (DUI)</li><li>• Larceny</li><li>• Shoplifting</li></ul>

## CADET TRAINING ON ABUSE PREVENTION

All cadets who participate in Civil Air Patrol's flight training programs receive training through our Always Vigilant abuse resilience training program. This program equips cadets with the knowledge and confidence to:

- **Recognize grooming behaviors**, power dynamics and other warning signs of inappropriate conduct.
- **Set boundaries and speak up** if an adult or peer makes them feel uncomfortable.
- **Report concerns immediately** to a trusted CAP adult leader, ensuring that issues are addressed before they escalate.

This training empowers cadets to safeguard themselves while reinforcing CAP's commitment to a safe and professional learning environment. Flight instructors should be aware that cadets are encouraged to report any behavior they perceive as inappropriate, and CAP takes all such reports seriously.

## MONITORING & REPORTING

- **Aviation Mentors.** Each cadet has an aviation mentor who monitor them throughout their training experience to ensure they are safe and supported. The mentor provides oversight outside of the aircraft environment. This includes checking in with cadets before and after flights, being available to discuss concerns, and ensuring that no inappropriate conduct occurs between cadets and instructors.
- **Drop-By Visits Encouraged.** CAP encourages the cadet's unit commander, parents/guardians, and the aviation mentor to "drop by" unannounced to observe training sessions on the ground.
- **Reporting Concerns.** If a cadet reports inappropriate behavior, CAP is required to take it seriously and follow official reporting procedures. Allegations of misconduct are escalated promptly to CAP leadership and, if necessary, appropriate legal authorities. Flight instructors should also report any concerns immediately to the designated CAP point of contact.
- If at any time a FTP instructor becomes concerned about a cadet's safety, the following mechanisms are available to report safety concerns, reasonable suspicions of abuse or neglect, or other child-welfare related issues. If an emergency, call 911. Otherwise, CAP's Member Concern Report (Available 24/7 online at link in the Quick Links section of the CAP website ), or [cadetprotection@capnhq.gov](mailto:cadetprotection@capnhq.gov)

I have read and understand the expectations surrounding Cadet Protection.

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

Signature: \_\_\_\_\_ Flight School: \_\_\_\_\_

Email signed forms to: [Cadetwings@capnhq.gov](mailto:Cadetwings@capnhq.gov)