



## CAP MANUAL 39-1

7 NOVEMBER 2019

APPROVED/S. PARKER/CAP/DP

Personnel

CIVIL AIR PATROL UNIFORM MANUAL

CAP Manual 39-1, dated 26 June 2014, including ICLs 16-04 and 18-02, is supplemented as follows:

**Paragraph 6.2.9.1. Added. Wing Baseball Cap.** Members assigned to any unit under National Capital Wing are authorized to wear a wing-specific CAP baseball cap. The cap will be a standard-design, single color black, with the wing emblem centered on the front with “Civil Air Patrol” in white on an arc above the emblem and “National Capital Wing” in white below the emblem. Squadron-specific baseball caps are not authorized.

**Paragraph 9.4.1.1. Added. Wing Commander’s Award for Cadet Academic Excellence.** In order to encourage greater academic performance, recognize and reward cadets for academic achievement, and foster leadership in an academic environment, an academic achievement award program is established for members assigned to any unit under National Capital Wing. The Wing Commander’s Award for Cadet Academic Excellence is awarded to cadets who attain an academic grade point average (GPA) in middle school or high school of at least 3.5 or equivalent during each school year’s term or grade reporting period. Home-schooled cadets are eligible if parents/guardians of the home-schooled cadets maintain a progress report system, e.g., portfolio, report card, etc. Shoulder cords (as described below) may be obtained from [ShoulderCords.com](http://ShoulderCords.com) or another vendor approved by NATCAPWG/CP.

**Paragraph 9.4.1.1.1. Added. Blue and White Shoulder Cord.** Cadets earning a GPA of 3.5 to 3.9 (or equivalent) are authorized to wear a blue and white shoulder cord.

**Paragraph 9.4.1.1.2. Added. Blue and Metallic Silver Shoulder Cord.** Cadets earning a GPA of 4.0 or above (or equivalent) may wear a blue and metallic silver shoulder cord.

**Paragraph 9.4.1.1.3. Added. Shoulder Cord Wear Term.** Shoulder cords earned for academic excellence are authorized to be worn through the end of the next grade reporting period and will be worn in accordance with paragraphs 9.4. and 9.4.1. If the cadet’s final high school GPA is 3.5 or above, the cadet is authorized to wear the shoulder cord for the remainder of their cadet membership.

**Paragraph 9.4.1.1.4. Added. Award Verification.** To nominate a cadet for the award and to request authorization for the cadet’s wear of the shoulder cord, send an email to [academic@natcapwg.cap.gov](mailto:academic@natcapwg.cap.gov) with the cadet’s name, unit, and GPA typed into the body, and attach a copy of the cadet’s report card or equivalent for the grading reporting period.

JANON D. ELLIS. Colonel, CAP  
Commander

**Attachment 1**  
**COMPLIANCE ELEMENTS**

OPR	#	Compliance Question	How to Verify Compliance	Discrepancy Write-up	How to Clear Discrepancy
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There are no compliance elements associated with this supplement.