

New Cadet Guidelines

Flight staff should ensure that new cadets complete the following

1. participates in the CAP Indoctrination Course within 2 months of joining. Failure to do so will delay promotions past Airman.
2. establishes an e-services account
3. orders new dress blues uniform online
4. buys BDU uniform
5. turns in Uniform Accessory Order Form to DCC
6. is in uniform within 2 months of joining, advise cadet that they will not be promoted until they have a complete uniform
7. wears appropriate alternative uniform
8. completes Form 60 and turns one copy in to DCC
9. completes cadet interview form and turns it in to DCC
10. Completes OPSEC
11. Completes Operational Risk Management Level 1
12. Completes Introductory Safety Course
13. Has a CAPID, CAPF 60, and AETC 341 on them at all times
14. Knows how to put uniform together – to include how to shine shoes.
15. Brings in uniform for inspection prior to wearing
16. Completes Cadet Protection Program Training if they are 17
17. Go over Meeting Guidelines with flight sergeant
18. is introduced to website and Cadet Programs documents.
19. ensure cadet contact information – e-mail and phone # are correct

Flight staff should ensure the cadet has the following:

1. CAPF 60
2. AETC 341
3. Cadet Basic Knowledge Booklet
4. Organizational Chart
5. Cadet Basic Uniform Accessories Form
6. Cadet Promotion Log