

CADET PROGRAMS RESOURCE GUIDE

A catalog of curriculum and support programs for cadets and their leaders

January 2008



CAP is providing cadets and their leaders with more educational resources than ever before. This guide describes the major educational materials available to support Cadet Programs.

Chances are, more resources are available than you had realized.

The Cadet Team at National Headquarters is constantly updating publications and developing new materials. To see what's in the works, visit the Proving Grounds online at cap.gov/provinggrounds.

REGULATORY GUIDANCE

CADET PROTECTION POLICY CAPR 52-10

The primary regulation governing cadet safety and adult supervision over cadet activities.

Distribution: Online at cap.gov/pubs

CADET PROGRAM MANAGEMENT CAPR 52-16

The primary source for authoritative guidance on how to administer the CAP Cadet Program.

Distribution: Online at cap.gov/pubs

RESOURCES FOR NEW CADETS

CADET GREAT START

A 5-week introduction to all aspects of cadet life. Materials include detailed checklists, recipe-like lesson plans, a parents' briefing, training for cadet cadre, and more. It's indoctrination in the best sense of the word.

Distribution: Mailed to all cadet units in October 2007; available online at cap.gov/greatstart

CADET UNIFORM PROGRAM

Outfits a new cadet with an AF-style blues uniform (sans shoes and insignia), provided AF funds are available.

Distribution: AAFES supplies the uniforms. For program guidance and FAQs, see cap.gov/cadets.

NEW CADET KIT

All the tools new cadets need to get started. Presented in a zip-up binder, the kit includes uniform mini-posters, the leadership and aerospace textbooks, "Top Ten" wallet cards, and "The Next Step" CD. A parents' guide (described below) is also included.

Distribution: Mailed to all cadets upon joining CAP. For pictures of the kit and program FAQs, see cap.gov/cadets.

PARENTS' GUIDE TO THE CAP CADET PROGRAM

Explains the goals of the Cadet Program and outlines major policies affecting cadets' safety and membership. Also offers ideas on how parents and CAP leaders can work together.

Distribution: Included in the New Cadet Kit and available at cap.gov/parents. For the Spanish version, see cap.gov/padres.

RESOURCES FOR NEW CADET OFFICERS

CADET OFFICERS' KIT

All the educational materials cadet officers need to continue advancing in the Cadet Program. Includes aerospace textbook, leadership textbook, "The Next Step" CD, and the "Cadet Staff Handbook."

Distribution: Mailed to cadets upon earning the Mitchell. For pictures of the kit and program FAQs, see cap.gov/cadets.

LEADERSHIP RESOURCES

AFJROTC DRILL INSTRUCTOR GUIDES

A detailed curriculum for teaching drill and ceremonies. Includes lesson plans, student workbook, slides, and more.

Distribution: Online only at cap.gov/cadets

CADET STAFF DUTY ANALYSIS

CAPP 52-14

Guidance for cadet officers as they study the staff functions in a CAP squadron. Includes step-by-step instructions on how to prepare a SDA report and complete SDA staff service. Also explains how commanders supervise the program and evaluate the cadets' work.

Distribution: Online at cap.gov/pubs

CADET STAFF HANDBOOK

CAPP 52-15 **New for 2008**

User-friendly guidance for cadet staff and the adults who mentor them. Includes detailed position descriptions, scalable organization charts, practical tips on planning meetings, counseling cadets, designing a cadet staff, and more.

Distribution: Mailed to all cadet units in January 2008. Also included in the Cadet Officer's Kit and available online at cap.gov/pubs.

LEADERSHIP FOR THE 21ST CENTURY

The cadets' leadership textbook, in 2 volumes.

Distribution: Included in the New Cadet Kit and the Cadet Officers' Kit; available online at cap.gov/leadership, and available for sale through Vanguard

Note: The curriculum is currently being revised, see "Learning to Lead" at cap.gov/provinggrounds for details.

RESPECT ON DISPLAY: HOW & WHY CAP PRACTICES

AIR FORCE CUSTOMS & COURTESIES

CAPP 151 **Coming Soon**

A user-friendly tutorial and quick reference for cadets and adults who are new to military customs and courtesies like the salute, coming to attention, honoring the flag, and more.

Distribution: TBD

USAF DRILL & CEREMONIES DVD

New for 2008

Offers authoritative, easy to understand guidance on how to perform dozens of drill and ceremonies movements. The on-screen instructor is an Air Force TI.

Distribution: Mailed to all cadet units in January 2008

AEROSPACE RESOURCES

AEROSPACE EXCELLENCE ("AEX")

Loaded with hands-on activities that are inexpensive and easy to do, AEX is the best resource available for making aerospace night fun and worthwhile. Squadrons who complete a certain number of AEX activities can earn awards.

Distribution: Request the AEX activity book online via cap.gov/ae.

Note: Several editions of AEX are available, each suited for a particular age group. See cap.gov/ae for details.

AEROSPACE DIMENSIONS

The textbook for Phase I & II cadets, organized in 6 modules.

Distribution: Included in New Cadet Kit and available online at E-Services. Also available for sale at Vanguard.

Note: A leader guide and a student guide are available online at cap.gov/cadets.

AEROSPACE: THE JOURNEY OF FLIGHT

2nd Edition Coming Soon

The textbook for Phase III & IV cadets; also used by senior members pursuing the Yeager Award.

Distribution: Included in the Cadet Officers' Kit and available for sale at Vanguard.

CADET ORIENTATION FLIGHT SYLLABUS

CAPP 52-7

Explains the goals of the cadet flying program and outlines objectives for 5 powered and 5 glider flights.

Distribution: Online at cap.gov/pubs. Detailed guidance for program managers is also available at cap.gov/cadets.

Note: A "First Flight Certificate" is available for cadets (request via E-Services).

MODEL ROCKETRY

Activity guide for rocketeers. Includes step-by-step instructions on how to build, launch, and track model rockets. Cadets' primary reference when pursuing the Model Rocketry Badge.

Distribution: Request via email to ae@cap.gov, limit 1 per unit. Available online at cap.gov/cadets.

SALLY RIDE SCIENCE FESTIVAL

CAPP 52-11

Offers guidance for commanders of units supporting a Sally Ride Science Festival.

Distribution: Online at cap.gov/pubs

CHARACTER RESOURCES

FLIGHT TIME: VALUES FOR LIVING

CAPP 265-2

The text that supports the cadets' character program. Includes an introduction to the Core Values, case studies for use in monthly forums, and practical tips for chaplains and moral leadership officers.

Distribution: Available online at cap.gov/pubs and through CAP Chaplain Services.

UNIT HONOR GUARD PROGRAM

CAPP 52-8

Provides detailed guidance on how to conduct cadet honor guard activities.

Distribution: Online at cap.gov/pubs. Also see related resources at cap.gov/cadets.

MENTORING

CAPP 52-6 & CAPP 50-7

Two practical guides to mentoring are available. CAPP 52-6 is geared for cadets, while CAPP 50-7 speaks to seniors.

Distribution: Online at cap.gov/pubs

FITNESS RESOURCES

CADET PHYSICAL FITNESS PROGRAM

CAPP 52-18

Addresses nutrition, health, fitness training and fitness testing. Includes instructions for conducting exciting fitness games and drills, explains how to administer the Cadet Physical Fitness Test, and lists CPFT standards. Also outlines individual and unit fitness awards available through CAP and The President's Challenge program.

Distribution: Online at cap.gov/pubs

ACTIVITY & AWARD RESOURCES

CADET ADVISORY COUNCIL HANDBOOK

CAPP 52-19

The CAC representative's best resource for starting the term off right, creating meeting agendas, writing proposals, and managing the CAC program. Also includes guidance for the CAC senior advisor.

Distribution: Online at cap.gov/pubs

THE CONGRESSIONAL AWARD

Explains how cadets can be recognized by the U.S. Congress if they follow a program of personal growth and volunteer service.

Distribution: Online at cap.gov/pubs

NATIONAL CADET COMPETITION

CAPM 52-4

The rules of engagement for the National Drill Team Competition and the National Color Guard Competition.

Distribution: Online at cap.gov/pubs. Also see cap.gov/ncc.

REQUIRED STAFF TRAINING

CAPP 52-12

The curriculum for cadets and adults serving on staff at overnight cadet activities that are 4 nights in duration or longer.

Distribution: Online at cap.gov/pubs. Slides and videos are available in the training materials section at cap.gov/cadets.

SCHOLARSHIPS

CAP offers over \$200,000 in scholarships each year for college and flight training. Cadet officers may also be eligible for a special program with the USAF Academy Prep School.

Distribution: See cap.gov/scholarships for details

SPAATZ AWARD TEST ADMINISTRATOR'S GUIDE

CAPP 52-13

A "how-to guide" for the CAP-USAF members who proctor the Spaatz Award exam. Also provides useful information for cadets and commanders curious about Spaatz exam protocols.

Distribution: Online at cap.gov/pubs

CADET PROGRAM OFFICER RESOURCES

CADET PROGRAM OFFICERS' SPECIALTY TRACK STUDY GUIDE CAPP 216

A self-paced training program for cadet programs officers. The guide describes methods for on-the-job training and self study, and includes reading lists, discussion questions, service requirements and knowledge requirements.

Distribution: Online at cap.gov/pubs

INVESTING IN AMERICA'S YOUTH CAPP 52.

A strategic overview of the Cadet Program suitable for use during meetings with school principals, elected officials, and other community leaders.

Distribution: Request via E-Services. Limit 10 per unit – not to be used for mass market recruiting.

LESSON PLANS & TRAINING RESOURCES

Dozens of lesson plans, seminar guides, and training resources on all facets of the Cadet Program are available online. "Best practice" submissions are welcome.

Distribution: See cap.gov/cadets

ONLINE CADET PROMOTIONS

Coming Spring 2008

An electronic system for managing and processing cadet promotions, via E-Services.

Distribution: Available at E-Services

TESTING OFFICERS' QUICK REFERENCE

One-stop shopping for a listing of all cadet tests, including version dates and errata memos. The TCO's best friend.

Distribution: Mailed to squadrons as updated.

Download the current version at cap.gov/cadets.

TRAINING LEADERS OF CADETS

The premiere professional development course for adults who lead cadets. Course materials include a curriculum guide, detailed lesson plans, slides, a student guide, and online modules.

Distribution: Online only at cap.gov/tlc

WING DCP SMART BOOK

A practical guide for wing directors of cadet programs.

Includes tips on running wing-level cadet activities, working with region and national headquarters, advising the wing commander, and meeting wing-level suspenses.

Distribution: Via email.

Note: New DCPs should inform NHQ of their appointment by emailing cadets@cap.gov.