



**AIR ACADEMY
COMPOSITE SQUADRON
CIVIL AIR PATROL**

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MEMORANDUM FOR AACS MEMBERS

11 April 2013

FROM: AACS/CC

SUBJECT: AACS POLICY LETTER: Active Participation for Promotion

1. Cadets must dedicate themselves to the cadet program in order to be successful. While our cadets are busy with many activities, CAP requires active participation in order to get the most out of the program. CAPR 52-16 requires all cadets to participate actively in the unit in order to successfully complete an achievement. Paragraph 1-5b states:
 - b. Attendance. Cadets are required to participate actively in their local unit if they are to progress in the Cadet Program. Excessive, unexcused absences may be cause for termination from CAP (see CAPR 35-3, Membership Termination). Any school-related activity is considered an excused absence. Cadets are responsible for notifying the unit about school activities in advance. School-related absences do not excuse cadets from the pre-requisites needed to earn promotions.
2. Effective immediately, all cadets are required to participate in at least one unit activity to complete each achievement. A unit activity is defined as any CAP sanctioned activity outside of the Monday night meetings that does not fulfill another promotion requirement. Examples include: color guard practice, ES activities, air shows, etc. Activities like basic encampments, Region Cadet Leadership School and Cadet Officer School that are used to fulfill other promotion requirements are not considered unit activities.
3. If there is not a unit activity within the inclusive dates of the achievement, the cadet must have attended at least 75% (6 of 8 meetings) of the meetings during the inclusive dates of the achievement.
4. Please direct any questions with regard to this policy to the Deputy Commander for Cadets.

Michael S Fay, Maj., CAP
Commander