



COLORADO SPRINGS CADET SQUADRON
 CIVIL AIR PATROL
 UNITED STATES AIR FORCE AUXILIARY
 PO Box 14205
 Colorado Springs, CO 80914



CHECKLIST FOR SENIOR MEMBERSHIP (AEROSPACE EDUCATION MEMBER)

Aerospace education (AE) membership is a special category of membership for members of the educational community and any reputable individual or organization that has a desire to promote the objectives and purposes of CAP, but who does not desire to participate in the active membership program. There are two subcategories of Aerospace Education membership: Student Aerospace Education Members and Organization Aerospace Education members.

- Completed CAP Aerospace Education Membership Application: CAP Form 13
(Social Security Number needed to complete application) Verified: _____
- Check #1 for \$35 payable to: "National Headquarters, CAP" Verified: _____
- Check #2 for \$15 payable to: "Colorado Springs Cadet Squadron" Verified: _____
- Recall Roster issued (Lt Col Toy/Maj Hailbronner) Verified: _____
- Level 1 Information Given (Lt Col Toy/Maj Hailbronner)
http://www.capmembers.com/cap_university/level_i_foundations.cfm Verified: _____
- Squadron T-Shirts, coin purchased (Capt Eva Hailbronner) *(if desired)* Verified: _____
- IT officer notified of email address (Lt Col Toy/Maj Hailbronner) Verified: _____
- IT officer notified if you would like a CSCS e-mail address *(if required)*
(required if you would like a @cscs.cowg.cap.gov e-mail address) Verified: _____
- Personnel File Created (2d Lt Mia Ottesen) Verified: _____
- All Region, Wing and Squadron Policy Letters Read
[\(Policy Letter's Website\)](#) Verified: _____

Once CAPID number received, complete the following:

- Completed Base Access Letter *with CAPID number (if required)*
(Required if you do not have a DoD ID Card for access to Peterson AFB) Verified: _____
- Complete Level 1 Training (CAP Foundations, EO, Intro to Safety, CPPT, and OPSEC)
http://www.capmembers.com/cap_university/level_i_foundations.cfm Verified: _____
- Emergency Notification Data *with CAPID number*: CAP Form 60 Verified: _____