



2016 MICHIGAN WING ENCAMPMENT
CIVIL AIR PATROL
UNITED STATES AIR FORCE AUXILIARY
PO Box 450048
Selfridge ANGB, MI 48045



MEMORANDUM FOR All 2016 MIWG Encampment Participants

FROM: RORY J. LOCKE, Maj, CAP, Encampment Commander

SUBJECT: 2016 Michigan Wing Encampment Registration

1. Mission. The Michigan Wing of the Civil Air Patrol will conduct a cadet summer encampment at the Alpena Combat Readiness Training Center in Alpena, MI from 23 July 2016 to 30 July 2016. Staff members will report to Alpena on 22 July 2016 for encampment preparation. Cadet students will report on 23 July 2016. Graduation will be conducted on 30 July 2016.

In addition to the Basic Cadet Encampment, the following programs will also be offered:

- Non-Commissioned Officer School (NCO) School
- Region Cadet Leadership School (RCLS)
- Model Rocketry
- Advanced Model Rocketry
- Senior Member Professional Development Course (SLS, CLC, TLC, UCC)
- ICS 300 & 400

Details for each program are attached below.

2. Execution. Staff will arrive between 1500 and 1700 EDT on 22 July 2016 for in-processing. Students (Cadets) will arrive between 0900 and 1200 on 23 July 2016. All cadet students (non-staff) will be dismissed upon completion of the graduation ceremony and sign-out. The graduation ceremony begins at 1100 on 30 July 2016. Encampment staff (cadet and senior) will be dismissed following the final inspection of the facilities by the Encampment Logistics Officer. Staff shall plan their departure from Alpena no earlier than 1400 (time will most likely be earlier depending on inspection outcome). Early or late arrivals/departures require Encampment Commander approval. Staff personnel departing prior to official release (without prior coordination and approval) will not be awarded encampment completion credit.

b. Registration Procedures. For the purpose of encampment registration, there are four types of participants: cadet student registration, cadet staff registration, senior member professional development and ICS student registration, and senior staff registration.

1) Prerequisites. To attend encampment, the applicant must be a current CAP member, possess a current CAP identification card, and be in good standing with Civil Air Patrol. These additional requirements must also be met and recorded in e-Services:

a) Basic Encampment - Prior to arrival, Cadets must have completion of the Curry Achievement recorded in e-Services prior to arrival at Encampment.

b) NCOS - Cadets must have previously completed a Basic Encampment and attained the maximum grade of Cadet Master Sergeant to attend the NCO School. Participation limited to the first 20 cadets to register.

c) RCLS - Cadets must have previously completed a Basic Encampment and attained the minimum grade of Cadet Master Sergeant to attend Region Cadet Leadership School. Participation limited to the first 30 cadets to register.

d) Model Rocketry – Cadets must have previously completed a Basic Encampment. Participation limited to the first 10 cadets to register.

e) Advanced Model Rocketry – Cadets must have previously completed a Basic Encampment and have earned the Model Rocketry Badge. Participation limited to the first 5 cadets to register.

f) Senior Member Professional Development Course – Prior to arrival, Senior Members must complete Level 1, Cadet Protection Training, and meet the prerequisites for each course as outlined in CAPR 50-17.

g) ICS 300 & ICS 400 Courses - Prior to arrival, students must complete IS-100, IS-200, IS-700 & IS-800. In addition to Encampment Registration, students must send an email to Lt Col Stephen P. Cassani at spcassani@miwg.cap.gov for further information on how to register with the State of Michigan. For ICS 400 only, students must complete IS-100, IS-200, IS-700, IS-800 and ICS-300. You must bring your certificates of completion for all classes listed.

h) Senior and Cadet Staff positions - All staff positions have already been selected. Members interested in serving as part of the encampment staff should contact Maj Shawn Wyant for Senior Staff or Maj Eric Scott for Cadet Staff. Email encampment@miwg.cap.gov if you are interested in a position.

3. Registration Submission.

All participants (**students and staff**) MUST register for encampment. To register for encampment, all participants must complete the online registration process located on the MIWG website at <http://miwg.cap.gov/encampment-registration/>

Participants must complete CAPF 31, CAPF 160, CAPF 161, and CAPF 163 (cadets only). Each form will be submitted as a single PDF file and uploaded during the online registration process. The CAP forms MUST be in their original PDF form or digitally scanned. Pictures or JPG files will be rejected.

Participants needing assistance scanning or combining the required CAP forms should contact their squadron leadership for assistance.

For the ICS classes you must complete the encampment registration process and also email Lt Col Stephen P. Cassani at spcassani@miwg.cap.gov for further information on how to register with the State of Michigan.

4. Encampment Fee Schedule & Refund Policy.

a. Registration Fees.

All registration fees will include meals, lodging and training costs. All participants, both cadet students and encampment staff, are required to pay the associated registration fee. The fee schedule is as follows:

<u>PROGRAM</u>	<u>PRICE</u>
Basic Encampment	\$175
Cadet and Senior Staff	\$175
Professional Development Course (Full Week)	\$175
Region Cadet Leadership School	\$200
NCO School	\$200
Model Rocketry	\$200
Advanced Model Rocketry	\$200
Per day attendance	\$25
Friday July 22 nd arrival	\$10

b. Refund Policy. All refunds must be requested by sending an email to encampment@miwg.cap.gov. Refunds requested prior to 9 July 2016 will be honored in full. Refunds requested after 9 July 2016 will not be honored due to the dedication of funds.

5. Suspense Dates / Deadlines.

15 July 2016 – Registration Deadline

6. Financial Assistance

Squadron Contribution: Some units are financially able to contribute to their members' encampment fees. If your squadron will supply all or part of your encampment fee, the MIWGF 173C, financial transmittal, must accompany the online application. If multiple members of the same household are applying for encampment, each application must contain its own MIWGF 173C.

Cadet Encampment Assistance Program (CEAP): The United States Air Force is now providing financial assistance to cadets attending their first encampment. Members in need of this assistance must apply for CEAP online through e-Services (<http://www.capnhq.gov>). If approved for CEAP, members must still register for encampment using the CAPF 31 and other directions outlined in this packet. More details on CEAP can be found at <http://www.capmembers.com/ceap>.

Who can apply for CEAP?

1st Priority Cadets. My family has a real need for assistance because we meet at least one of the below criteria. No special paperwork is needed; you are self-identifying your eligibility on an honor system.

a) My parent or guardian has been unemployed or worked only part-time during the past 12 months.

b) Our family participates in the SNAP, WIC, School Lunch, Title I School, or HUD public housing program

c) Someone in my immediate family receives Social Security disability benefits

d) We are a single parent household.

2nd Priority Cadets. My family has limited resources. Financial support would help because we meet one of the criteria below. No special paperwork is needed; you are self-identifying your eligibility on an honor system.

a) Our family has two or more cadets enrolled in CAP.

c) Encampment is a 'special' expense that we can't easily budget for.

c) We've experienced some financial challenges recently.

Encampment Financial Assistance: There is a very limited amount of funding available for first time cadet attendees of the basic cadet encampment. An application for encampment financial assistance will be provided to those who request one from the Encampment Vice Commander, Major Richard Honiss, encampment@miwg.cap.gov. Financial Assistance applications are due no later than 5 July 2016. Encampment Financial Assistance is awarded to those basic attendees who express great financial need, and is typically not greater than \$25.00 per member while those funds are available. Applications awaiting financial assistance approval will not be processed until that approval is made, so do not delay. The member's home squadron must contribute and the member must have applied for the Air Force Cadet Encampment Assistance Program (CEAP) before additional financial assistance will be considered.

7. Packing list

A detailed packing list for Basic Encampment is attached below. Cadets attending Region CLS, NCO School, and Model Rocketry may be informed of a supplementary packing list after they have registered that will cover any items that they will need specifically for their school. Please note that all items on the packing list are mandatory unless they specifically say "recommended" or "optional." **If a cadet comes to encampment without the mandatory items from the packing list, they will be sent home.**

Just as there are items that we require you to bring, there are other items that are prohibited. Such items are referred to as contraband. Contraband will be confiscated during the sign in process and may, or may not, be returned to the member at the end of the activity, depending on what they are. Examples of contraband items have been provided on the packing list.

8. Medical conditions

It is very important to know in advance of any medical conditions that may affect your ability to participate in any of the aspects of encampment. Things that we need to be aware of include: any physical limitations or recent injuries, dietary restrictions, and any medications that you will be taking during encampment. We also need your medical insurance information in the event that we need to seek medical attention on your behalf. Please be sure that your CAPF 160 contains this information.

9. Religious Services

We provide access to a variety of religious services during encampment for those who wish to attend. If you wish to attend religious services of a specific denomination, please indicate your religion when registering for encampment. The Encampment Chaplain will provide information on religious services in the Alpena area at the beginning of encampment. Also, anon-denominational service is also available for those who do not need to attend a service that is of their own specific religion.

10. E-Mail and mail to cadets during encampment

Parents and other family members are welcome to send e-mail to cadets who are attending encampment. Please limit e-mails to two e-mails per day per cadet. If multiple family members wish to send a message to a cadet, you are encouraged to combine multiple messages into one email before sending. These e-mails will be printed by the encampment staff and distributed at the evening mail call. E-mails received after 3:00pm on the Thursday of encampment are not guaranteed to be able to be delivered. Messages **must contain the cadet's full name and CAPID number in the message body** not subject line and should be sent to encampmentmail@gmail.com.

If you need to send physical mail to a cadet, please contact the encampment command staff at encampment@miwg.cap.gov for details. We are limited on what mail we can receive at the Alpena CRTC.

Thank you for embarking on this important step in your CAP career. We look forward to working with you at encampment!

Sincerely,

RORY J. LOCKE, Maj, CAP
Commander, 2016 Michigan Wing Encampment



Michigan Wing Encampment 2016 Program Descriptions



Cadets who have NOT PREVIOUSLY attended an encampment may apply for:

Basic Encampment: Required of cadets in order to achieve the Billy Mitchell Award, the basic encampment provides the following: **Air Force Fundamentals** (Structure & Mission of the USAF, Aerospace Power, Aerospace Heritage), **Civil Air Patrol Fundamentals** (Emergency Services, Aerospace Education, Cadet Program), **Leadership and the Cadet Ethic** (Character Development, Physical Fitness, Drill & Ceremonies, Creative Thinking), and **Aerospace Career Exploration** (Career Opportunities, Career Requirements and Counseling). In addition to the nationally mandated curriculum, the basic encampment offers such activities as powered and glider orientation flights, demonstrations of the base security forces and fire department, tours of the air traffic control tower and other base facilities, and rappelling. **Cadets must achieve the Curry Achievement prior to attending the basic encampment. This must be recorded in e-Services prior to arrival at Encampment.**

Cadets who HAVE previously attended a basic encampment may apply for:

- 1. NCO School:** This school broadens the leadership skills of cadets so they can effectively serve in direct leadership roles at CAP meetings and activities. The school will focus on Phase II skills such as teamwork, time management, instruction techniques, drill, physical fitness, and taking responsibility for others while serving in a leadership position. This school is designed for cadets who have attained the grades of Cadet Airman to Cadet Senior Master Sergeant. **Cadets must have previously completed a Basic Encampment in order to attend the NCO School.**
- 2. Great Lakes Region Cadet Leadership School:** This advanced course broadens the command skills of cadet leaders. The focus of the course is on cadet command, with emphasis on Phase III skills such as goal setting, planning, interpersonal skills, and, above all, how to command a unit, an activity, or a project as a cadet officer. Completing this course or Cadet Officer School is required for the Ira C. Eaker Award. **Applicants for Cadet Leadership School must have completed a Basic Encampment and have attained the minimum grade of Cadet Master Sergeant.**
- 3. Model Rocketry Encampment:** This program will provide cadets with the opportunity to earn the CAP Model Rocketry Badge and expose them to educational and career opportunities in the aerospace field. Senior Member AEOs are also encouraged to attend the Model Rocketry Encampment as staff in order to bring additional knowledge back to their local units. **Cadets must have previously completed a Basic Encampment; Senior Members must have completed Level 1 and Cadet Protection Training to attend.**
- 4. Advanced Model Rocketry Encampment:** This program will provide cadets with a greater interest in the model rocketry program an opportunity to further advance their knowledge and understanding of model rocketry. This course will offer a more challenging experience; students enrolled in this course will be able to take the knowledge acquired in this program and apply it to activities at their home squadrons. **Cadets must have previously completed a Basic Encampment and have earned the Model Rocketry Badge; Senior Members must have completed Level 1 and Cadet Protection Training to attend.**
- 5. Cadet Air Ops Support Staff:** Cadets who have been chosen to work on the Air Operations Support Staff will assist with aircraft and glider marshaling, handling, and assembly (training provided if needed). Duty responsibilities will be assigned by the air operations section. During duty hours, cadets will report to the air operations staff; after duty hours they will report to the cadet support flight commander. A cadet's ability to work alone or with a team, self-motivation and discipline are a must for this position. **Cadets must have previously completed a Basic Encampment and been selected through the Cadet Staff Selection Process in order to work in Air Operations. If you did not apply through the Cadet Staff Selection Event, please contact Maj Eric Scott @ encampment@miwg.cap.gov**

Senior Member Training Opportunities

Professional Development Course: There are two ways to accomplish senior training objectives at encampment: members can attend individual trainings opportunities or they can attend the week-long Professional Development Course, which includes: Squadron Leadership School (SLS) [Saturday – Sunday], Corporate Learning Course (CLC) [Monday – Tuesday], Training Leaders of Cadets (TLC) [Tuesday – Wednesday], and the Unit Commanders' Course (UCC) [Thursday – Friday], in addition to instruction on uniform wear, customs and courtesies, and drill and ceremonies throughout the week. The cost for attending the individual courses is \$25.00 per day on base, which includes meals, billeting, and administrative costs. Members who wish to serve as instructors or directors at the above courses in order to accomplish higher Level training, should review the encampment website for more information. **Seniors must complete Level 1 and Cadet Protection Training prior to attending encampment.**

ICS 300 and ICS 400: Intermediate Incident Command System (ICS 300) and Advanced Incident Command System (ICS 400) will both be offered this year at encampment. Most CAP mission base staff specialties require ICS 300 and some require both ICS 300 and ICS 400. The cost for attending the individual courses is \$25.00 per day on base, which includes meals, billeting, and administrative costs.

ICS 300 will meet Sunday, 24 July 2016 through Tuesday, 26 July 2016. This three-day course provides training on and resources for personnel who require advanced application of the Incident Command System (ICS). This course expands upon information covered in the ICS-100 and ICS-200 courses. The course objectives are to describe how the National Incident Management System (NIMS) Command and Management component supports the management of expanding incidents and describe the Incident/Event Management process for supervisors and expanding incidents as prescribed by the Incident Command System (ICS). Also covered is the implementation of the Incident Management process on a simulated Type 3 incident and development of an Incident Action Plan for a simulated incident.

ICS 400 will meet Wednesday, 27 July 2016 through Thursday, 28 July 2016. This two-day course provides training on and resources for personnel who require advanced application of the Incident Command System (ICS). This course expands upon information covered in the ICS-100, ICS-200, and ICS-300 courses. The target audience for this course is senior personnel who are expected to perform in a management capacity in an area command or multi-agency coordination entity. The course objectives are to explain how major incidents engender special management challenges, describe the circumstances in which an area command is established, and describe the circumstances in which multiagency coordination systems are established.

Students must complete IS-100, IS-200, IS-700 & IS-800 prior to encampment. Additionally, students that enroll in ICS 400 must have completed the all courses listed before and ICS 300. In addition to Encampment Registration, students must send an email to Lt Col Stephen P. Cassani at spcassani@miwg.cap.gov for further information on how to register with the State of Michigan.

Parent & Guardian Information

CONTACT INFORMATION FOR ENCAMPMENT 2016 Alpena CRTC – Alpena, MI	
CONTACTING ENCAMPMENT ON OR BEFORE 22 July 2016	CONTACTING ENCAMPMENT DURING ACTIVITY 22 July 2016 – 30 July 2016
Mailing Address: Civil Air Patrol - Michigan Wing PO Box 450048 Selfridge ANGB, MI 48045	Email address: encampment@miwg.cap.gov
Web site: http://miwg.cap.gov/encampment/	Mailing address: If you need to physically mail something to Encampment in Alpena please email: encampment@miwg.cap.gov requesting mail address
Email address: encampment@miwg.cap.gov	For mapping programs use: 1617 Airport Rd, Alpena, MI 49707
	Phone number: (Base EMERGENCY Phone number) 989.354.6210 Ask for CAP, tell the operator the nature of your emergency, they will contact CAP and the duty officer will return your call.

Encampment begins on Saturday, 23 July 2016 at 12:00pm. Attendees may arrive at any time between 9:00am and 12:00pm on that day. Any attendee who needs to arrive the day before must first obtain written approval from the Encampment Commander by emailing a request to encampment@miwg.cap.gov and cost an additional \$10. Members arriving to encampment early without preapproval will not be guaranteed lodging or meals on Friday night.

Encampment ends on Saturday, 30 July 2016 with an outdoor Graduation parade (weather permitting) at 11:00am and an indoor Graduation Ceremony at 12:00pm. Parents, relatives, and friends are invited to attend. Be sure to bring your cameras!

Cadets will check out of their rooms prior to Graduation. They will be dismissed following the Graduation from the Collins Center.

Cadet and senior staff will be dismissed by the Encampment Commander once all demobilization tasks have been completed after graduation.

Plan to leave the base **AFTER** - 1:00pm EDT, Saturday, 30 July 2016.

Please check the website (www.miwg.cap.gov/encampment) or Facebook (<https://www.facebook.com/miwgcap>) frequently for updates and details both before and during the activity. Keep these links handy so that you'll be able to see what's going on at the 2016 Michigan Wing Encampment in Alpena!



BASIC CADET PACKING LIST

**All items are REQUIRED unless specifically noted as recommended or optional.
All items should be labeled with cadet's name, initials, or CAP ID.**

AF Style Blues Uniform

- ◆ One (1) Flight Cap with Cadet Insignia
- ◆ One (1) Light Blue, Short Sleeve Shirt
- ◆ One (1) Uniform Trousers/Slacks/Skirt
- ◆ One (1) Belt w/silver buckle
- ◆ One (1) set CAP Insignia
- ◆ All earned ribbons and devices, all earned badges and insignia (wings, GTM badge, etc.)
- ◆ Blue CAP Nameplate

Battle Dress Uniforms (BDUs)

- ◆ One (1) BDU Shirt with approved patches and insignia. All officer grade SEWN on.
- ◆ Two (2) pair BDU Trousers
- ◆ One (1) Belt w/black open face buckle
- ◆ One (1) BDU Cap (**No berets or unit hats**)

Physical Training (PT) Uniforms

- ◆ Two (2) pairs of gym shorts
- ◆ One (1) pair of sweat/track pants
- ◆ Two (2) plain black T-shirts
- ◆ One (1) plain sweatshirt

Footwear

- ◆ One (1) pair of Black Oxford Dress Shoes (or pumps) for Blues Uniform
- ◆ One (1) pair of (BROKEN IN) Black, Combat Boots for BDUs
- ◆ One (1) pair of athletic shoes
- ◆ One (1) pair shower clogs or flip-flops

Socks/Hose

- ◆ Six (6) pair of socks (Heavy, Thick) for Boots
- ◆ Three (3) pairs black dress socks
- ◆ Two (2) pairs hose/stockings, neutral color (required if skirt is worn)
- ◆ Eight (8) pairs of athletic socks
- ◆ One (1) set of shirt garters (optional)

Other Clothing & Undergarments

- ◆ One (1) Raincoat or Poncho
- ◆ Ten (10) pairs of underwear
- ◆ Three (3) White V-Neck T-shirts
- ◆ Ten (10) Black T-shirts (plain or CAP related)
- ◆ One-Two (1-2) sets of (modest) Civilian clothes for travel/cookout

Toiletry Kit

- ◆ One (1) Shaving Kit (if needed)
- ◆ One (1) Bar Soap w/Plastic Container or bottle of liquid body soap
- ◆ One (1) Shampoo (Conditioner if needed)
- ◆ One (1) Toothbrush
- ◆ One (1) Toothpaste
- ◆ Two (2) Bath Towels
- ◆ Two (2) Washcloths
- ◆ One (1) Chapstick (Recommended)
- ◆ One (1) Comb
- ◆ One (1) Brush (If needed)
- ◆ Bug Repellant (Recommended)
- ◆ Sunscreen (Recommended)
- ◆ Deodorant
- ◆ Kleenex/Tissues
- ◆ (Female) Sanitary Supplies
- ◆ Nail Clippers (Recommended)

Prescription Medication: See CAPF 163.

Web Gear (if you already have it):

- ◆ Pistol Belt
- ◆ Canteen w/Holder

Cadets are advised to leave any valuables at home, as there is no place to secure them for the week.

*****RCLS and NCOS students are encouraged to bring laptop computers. Usage policy will be emailed/mailed prior to encampment******

Miscellaneous

- ◆ No more than \$20 in cash
- ◆ Boot Blousers (Two Pair)
- ◆ Camera (optional)
- ◆ Cloth Band-Aids and Moleskin
- ◆ Flashlight w/Batteries
- ◆ Hangers (minimum: 8 matching)
- ◆ Laundry Bag (Mesh w/ drawstring)
- ◆ Pens/Pencils
- ◆ Shoe Shine Kit with soft cloth rag
- ◆ Small sewing kit
- ◆ Spiral notebook
- ◆ Stitch gauge
- ◆ Suitcase / Duffel bag
- ◆ Sunglasses (optional)
- ◆ Yardstick or Ruler (recommended)

The following items are considered contraband and will be confiscated for the duration of the week. Items will be returned at the end of encampment. NOTE - Perishable and illegal items will not be returned. This list is NOT all inclusive:

- Radios/iPods/MP3 players
- Cell Phones
- Knives
- Hatchets
- Food
- Snacks
- Soda
- iPads / Tablets
- Electronic Games
- Explosives
- Fireworks
- Ammunition
- Firearms
- Non-CAP reading material
- Alcohol
- Tobacco
- Controlled substances

Registration Checklist

- THOROUGHLY REVIEW REGISTRATION PACKAGE
- COMPLETE CAPF 31, CAPF 160, CAPF 161, and CAPF 163 (Cadets Only)
Items normally missed:
 - CAPF31 - Page 1 Applicant Signature
 - Page 2 Guardian Signature (do not need both parents and witness)
 - Page 2 Applicant's Commander's Signature (don't need Group or Wing Signatures unless you are not from Michigan Wing)
 - CAPF160 - Page 2 Guardian Signature
 - CAPF161 - Page 1 Commander's info
 - CAPF163 - Page 1 Guardian Signature
- Combine each form into a separate file (combine the documents that have two pages into one file). If you have questions about how to combine multiple pages into one document, contact someone from your squadron.
- COMPLETE ONLINE REGISTRATION FORM
<http://miwg.cap.gov/encampment-registration/>
- SUBMIT ELECTRONIC PAYMENT/Mail Check
- SUBMIT MIWGF 173C FOR SQUADRON ASSISTANCE (If Applicable)
- OBTAIN REQUIRED UNIFORM AND PACKING LIST ITEMS

ADDITIONAL INFORMATION, FORMS, AND UPDATES CAN BE FOUND AT:
<http://miwg.cap.gov/encampment/>

FOR UPDATES DURING ENCAMPMENT VISIT THE MIWG FACEBOOK PAGE AT:
<https://www.facebook.com/miwgcap/>

ANY QUESTIONS REGARDING THE 2015 MIWG ENCAMPMENT CAN BE DIRECTED TO:
encampment@miwg.cap.gov

APPLICATION FOR CAP ENCAMPMENT OR SPECIAL ACTIVITY

Name (Last, First, Middle Initial)		CAPID	CAP Grade	Gender	
Member Type	Charter No. (e.g. GLR-MI-059)	Grade in School	Religious Preference		
Address (Include No., Street, City, State and Zip Code)		Home Phone Number	Cell Phone Number		
		E-Mail Address			
Date of Birth (mm/dd/yy)	Shirt Size	Height (Inches)	Weight (Lbs)	Hair Color	Eye Color
Title of Activity		Location of Activity	Activity Dates		
Staff Position(s) Sought					
Emergency Contact Information					
(Primary Contact) Name (Last, First, Middle Initial)		Relationship	Primary Phone Number		
(Secondary Contact) Name (Last, First, Middle Initial)		Relationship	Primary Phone Number		

RELEASE AGREEMENT

KNOW ALL MEN BY THESE PRESENTS that I am submitting my application for Civil Air Patrol Special Activities or Encampments, and I hereby volunteer entirely upon my own initiative, risk, and responsibility for an assignment to participate in this activity of encampment at the first available opportunity and with full knowledge that such activity may include:

1. Traveling by land, sea, or air in US military, commercial, or privately owned vehicles from regular place or residence to the site of the activity or encampment, travel incident to the activity or encampment, and subsequent return to place of residence.
2. Participation in aeronautical activities as a passenger or student trainee in US military, commercial, or privately owned aircraft.
3. Living for a period of one week or more on diminished rations and minimal shelter simulating actual survival conditions.
4. Being quartered and/or subsisting away from regular or normal place of residence for an extended period of time.
5. Remaining with the cadet group I am assigned to at all times during the activity or encampment.
6. Acting as a spokesman for Civil Air Patrol, rendering reports on the activity or encampment.
7. Refraining from argumentative discussions concerning governmental policies.

In consideration of the permission extended to me by the Civil Air Patrol/United States of America through its officers and agents to participate in said activity/encampment or activities/encampments, I do hereby for myself, my heirs, executors, and administrators release and forever discharge the Civil Air Patrol, Inc./United States of America, and all its officers, agents, and employees acting official or otherwise, from any and all claims, demands, actions, or causes of action, on account of my death or on account of any injury to me or my property which may occur as a result of the negligence of the Civil Air Patrol/United States of America, its agents or employees during said activity/encampment or activities/encampments or continuances thereof, as well as all ground and flight operations incident thereto.

_____ Date

_____ Signature of Applicant

(Continued on reverse)

Name (Last, First, Middle Initial)	Title of Activity abc
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RELEASE BY PARENTS OR GUARDIAN

KNOW ALL MEN BY THESE PRESENTS: WHEREBY my child has applied for the activity or encampment referred to above, In consideration of the permission extended to my child by the Civil Air Patrol/United States of America through its officers and agents to participate in said activity/encampment or activities/encampments, I do hereby for myself, my heirs, executors, and administrators release and forever discharge the Civil Air Patrol, Inc./United States of America, and all its officers, agents and employees acting official or otherwise, from any and all claims, demands, actions or causes of action, on account of the death or on account of any injury to my child which may occur as a result of the negligence of the Civil Air Patrol/United States of America, its agents or employees during said activity/encampment or activities/encampments or continuances thereof, as well as all ground and flight operations incident thereto. In addition, by my signature below, I certify the applicant:

1. Is my minor child or ward.
2. Has no history or injury or disease which might be affected by this activity except those previously noted in the Medical Information section of this form.
3. Will follow all rules, regulations, and directives as established by the Civil Air Patrol, Inc., activity project officer or encampment commander, or other staff members. If not following the above mentioned rules, regulations, and directives he/she may be sent home at the discretion of the project officer, encampment commander or activity directory at my expense.

However, in case of injury, disease or other illness, permission is hereby granted to treat the applicant as required, and if the applicant is released from the activity before recovery from said injury, disease, or illness, further treatment will be provided by myself.

_____	_____	_____
Date	Witness for Father's Signature	Father or Legal Guardian
_____		_____
Witness for Mother's Signature		Mother or Legal Guardian

Squadron Certification. (Squadron Commander's signature is not necessary if the activity is approved in eServices or if it is a squadron activity.)

I certify that the above information is correct and that all requirements for attendance, as specified in National Headquarters Directives, will be completed by the required dates.

_____	_____
Date	Squadron Commander

Group Certification. (Group Commander's signature is not necessary if the activity is approved in eServices or if the activity is held within the group.)

_____	_____
Date	Group Commander (or designee)

Wing Certification. (Wing Commander's signature is not necessary if the activity is approved in eServices or if the activity is held within the wing.)

_____	_____
Date	Wing Commander (or designee)

CAP MEMBER HEALTH HISTORY FORM

This information is CONFIDENTIAL and for official use only. It cannot be released to unauthorized persons. Answer all questions as accurately as possible so that the activity or encampment staff can make themselves aware of any pre-existing medical problems or conditions and be alert to help you. This form will also provide medical information in a case when you are unable to do so.

Name <i>(Last, First, Middle)</i>			Grade	CAPID	Charter Number
Date of Birth	Height	Weight	Hair Color	Eye Color	Gender

Allergies: List Names of Medication or Other Allergies (*i.e., bee sting, food, plants*) and types of reactions; please note food allergy details with dietary restrictions below on back as well.

Do You Now Have Or Have You Ever Had Any Of The Following? *Explain any yes' in the remarks section below or attach additional sheet. Conditions not specifically noted below having the potential to interfere with performance during the special activity or encampment should be documented in the remarks section.)*

If "Yes" is marked in an item with multiple choices, please circle which problem applies.

No	Yes		No	Yes	
<input type="checkbox"/>	<input type="checkbox"/>	Decreased vision, glaucoma, contacts	<input type="checkbox"/>	<input type="checkbox"/>	Chronic or recurring injuries
<input type="checkbox"/>	<input type="checkbox"/>	Ear infections, perforation	<input type="checkbox"/>	<input type="checkbox"/>	Activity, mobility restrictions
<input type="checkbox"/>	<input type="checkbox"/>	Difficulty equalizing ears	<input type="checkbox"/>	<input type="checkbox"/>	Use of cane, walker, wheelchair
<input type="checkbox"/>	<input type="checkbox"/>	Hearing loss, hearing aid	<input type="checkbox"/>	<input type="checkbox"/>	Back or neck pain or injury
<input type="checkbox"/>	<input type="checkbox"/>	Allergies, nasal stuffiness	<input type="checkbox"/>	<input type="checkbox"/>	Migraine or severe headaches
<input type="checkbox"/>	<input type="checkbox"/>	Anaphylaxis, serious allergic reaction	<input type="checkbox"/>	<input type="checkbox"/>	Dizziness or fainting spells
<input type="checkbox"/>	<input type="checkbox"/>	Asthma, emphysema (COPD)	<input type="checkbox"/>	<input type="checkbox"/>	Head injury, unconsciousness
<input type="checkbox"/>	<input type="checkbox"/>	Ever use an inhaler	<input type="checkbox"/>	<input type="checkbox"/>	Epilepsy or seizure
<input type="checkbox"/>	<input type="checkbox"/>	Short of Breath with activity	<input type="checkbox"/>	<input type="checkbox"/>	Stroke, paralysis
<input type="checkbox"/>	<input type="checkbox"/>	Heart Attack, chest pain, angina	<input type="checkbox"/>	<input type="checkbox"/>	Thyroid problems (low or high)
<input type="checkbox"/>	<input type="checkbox"/>	Heart murmur, heart problems	<input type="checkbox"/>	<input type="checkbox"/>	Diabetes, high or low blood sugars
<input type="checkbox"/>	<input type="checkbox"/>	Congestive heart failure	<input type="checkbox"/>	<input type="checkbox"/>	Cancer, leukemia
<input type="checkbox"/>	<input type="checkbox"/>	Irregular or rapid heartbeat	<input type="checkbox"/>	<input type="checkbox"/>	Blood disease, hemophilia
<input type="checkbox"/>	<input type="checkbox"/>	High or low blood pressure	<input type="checkbox"/>	<input type="checkbox"/>	Motion sickness
<input type="checkbox"/>	<input type="checkbox"/>	Stomach trouble, ulcers	<input type="checkbox"/>	<input type="checkbox"/>	Special diet, food allergies
<input type="checkbox"/>	<input type="checkbox"/>	Hepatitis or liver problems	<input type="checkbox"/>	<input type="checkbox"/>	Current bedwetting problems
<input type="checkbox"/>	<input type="checkbox"/>	Diarrhea, constipation	<input type="checkbox"/>	<input type="checkbox"/>	ADD (Attention Deficit Disorder)
<input type="checkbox"/>	<input type="checkbox"/>	Hernia or rupture	<input type="checkbox"/>	<input type="checkbox"/>	Mental illness (bipolar, other)
<input type="checkbox"/>	<input type="checkbox"/>	Kidney disease or stones	<input type="checkbox"/>	<input type="checkbox"/>	Depression, anxiety, suicidal
<input type="checkbox"/>	<input type="checkbox"/>	Prostate problems (men)	<input type="checkbox"/>	<input type="checkbox"/>	Admission to the hospital
<input type="checkbox"/>	<input type="checkbox"/>	Frequent urination	<input type="checkbox"/>	<input type="checkbox"/>	Other chronic medical illnesses
<input type="checkbox"/>	<input type="checkbox"/>	Menstrual cramps (women)	<input type="checkbox"/>	<input type="checkbox"/>	Sleep disorder, sleep apnea
<input type="checkbox"/>	<input type="checkbox"/>	Broken bone, joint problems	<input type="checkbox"/>	<input type="checkbox"/>	Serious Injury

Dietary Restrictions or Limitations (*List any dietary restrictions like food allergies, diabetes, gluten-free, vegetarian diets, etc.*)

Past Surgical History (*List all surgeries including tonsils, ear tubes, appendix, gall bladder, hernia, hysterectomy, heart, heart catheterization, bone and joint and all other surgeries.*)

Date Tetanus Booster
 No Td or Tdap
 Date:

Hepatitis Vaccine
 No
 Date:

Pneumonia Vaccine
 No
 Date:

Varicella Immunization/chickenpox
 No
 Date:

Influenza Vaccine
 No
 Date:

Medication Information - *Include supplements, over-the-counter medicines, herbals, creams, etc., or write "None".*

Name of Medication/Inhaler	Tablet Strength	Times taken per day	Reason for Medication	Any Special Dosing or Storage Instructions (i.e., as needed, with meals, must be refrigerated, etc.)
1.				
2.				
3.				
4.				

Social History

Tobacco Use (*packs per day, years smoked, smokeless tobacco use*)

Occupation (*student or other*)

Religious Preference

Remarks (*Attach additional sheet if needed*)

CONSENT FOR MINOR CADET PARTICIPATION, MEDICATIONS, TREATMENT

I give permission for full participation in CAP programs, subject to any limitations noted herein.

My signature below evidences my consent for my child/ward to possess and self-administer the prescription medications listed above. I understand that there are legal limitations imposed on CAP senior members with regard to the involuntary administration of medications to my child/ward. (Cross out if permission is denied).

In case of emergency, I understand every effort will be made to contact me. In the event I cannot be reached, I hereby give my permission to the licensed health-care practitioner selected by the adult leader in charge to secure proper treatment, including hospitalization, anesthesia, surgery, or injections of medication for my child. Medical providers are authorized to disclose to the adult in charge exam/test results and treatment provided.

DATE

SIGNATURE OF PARENT/GUARDIAN

EMERGENCY INFORMATION (Insurance/Physician Information, Emergency Contacts, Minor Consents)				
Name <i>(Last, First, Middle)</i>		Grade	CAPID	Charter Number
Mailing Address <i>(Number and Street)</i>		City	State	Zip Code
<i>(Area Code)</i> Home Phone		<i>(Area Code)</i> Cell Phone		
Primary Insurance Information <i>(Please attach copy of insurance cards, front and back)</i>				
Medical Insurance Company	Policy Number	Group Code/Number	Co-Pay Amount \$	
Prescription Coverage Company	Policy Number	Group Code/Number	Co-Pay Amount \$	
Family Physician				
Name			<i>(Area Code)</i> Phone	
Mailing Address <i>(Number and Street)</i>		City	State	Zip Code
Emergency Contact <i>(Parent, guardian or closest relative to be notified in case of emergency)</i>				
Name			Relationship to Applicant	
Mailing Address <i>(Number and Street)</i>		City	State	Zip Code
<i>(Area Code)</i> Pager	<i>(Area Code)</i> Cell/Mobile Phone	<i>(Area Code)</i> Day Phone	<i>(Area Code)</i> Night Phone	
Unit Commander Name and Grade		Unit Name		
<i>(Area Code)</i> Unit Commander Day Phone		<i>(Area Code)</i> Unit Commander Night Phone		

PERMISSION FOR PROVISION OF MINOR CADET OVER-THE-COUNTER MEDICATION

This form may not be usable in some states due to statutes concerning who can administer medications and administration conditions. Wings with such restrictions will publish appropriate additional guidance in a supplement to CAPR 160-1.

Name (<i>Last, First, Middle</i>)	Grade	CAPID	Charter Number
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Over-The Counter/Non-Prescription Medications

The following over-the counter medications may be administered according to package directions by CAP senior members. Cross out any medications not approved.

Acetaminophen (Tylenol) for fever or pain	Visine eye drops for dry, irritated eye relief
Ibuprofen (Advil, Motrin) for fever or pain	Op-Con A eye drops for allergic conjunctivitis
Bacitracin or Neosporin antibiotic ointment to prevent infection	Benadryl liquid/tabs for allergic reactions
Hydrocortisone anti-inflammatory rash cream	Claritin antihistamine for seasonal allergies
Calamine/Caladryl for poison ivy itch relief	Robitussin products for relief of cough and cold symptoms
Antifungal creams and sprays for treatment of fungal rashes	Delsym to suppress cough
	Tums or Maalox for relief of stomach upset

Allergies

My child/ward has the following allergies or reactions to over-the-counter medications (list type of reaction):

Consent For Minor Cadet To Receive Over-The-Counter Medications

My signature below evidences my consent for CAP senior members to provide over-the-counter non-prescription medications (such as those listed above) to my child/ward if indicated in the reasonable judgment of such senior members. I understand that I will be informed if any such medications are administered.

Date	Signature of Parent/Guardian
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