



**HEADQUARTERS
COLORADO WING, CIVIL AIR PATROL
UNITED STATES AIR FORCE AUXILIARY
360 West Otis Street
Peterson AFB, Colorado 80914**

16 October 2008

MEMORANDUM TO: Cadet and Composite Squadrons Commanders

FROM: Colorado Wing Cadet Programs

SUBJECT: 2009 Encampment Cadet Commander Applications

1. The COWG 2009 Cadet Encampment **TENTATIVELY 13-20 June 2009**, is now accepting applications for Cadet Commander **ONLY**.
2. All applicants will fill out a form CAPF-31, to include:
 - A. A color photograph in an Air Force Service Uniform or Service Dress (Blues, service coat or summer short sleeve) from the waist up.
 - B. Please provide **9 digit SSN** in the CAPSN box and provide **6 digit CAPID** number (on CAP ID Card) centered at the top of the application. Both numbers are **REQUIRED** in order to participate.
 - C. An email address that will be valid through the end of encampment. This will be a primary source of communication.
 - D. In the box titled "Other Special Activity" specify **COWG ENCAMPMENT 2009- Cadet Commander**. In the same box list and rank the 3 cadet staff positions most desired, 1 being cadet commander.
3. All applications must be signed by the applicant, a parent if under 18, and the Unit Commander. If from another Wing, the Wing Commander must sign as well. All applications will be mailed to:

COWG HQ – Encampment 2009
Attn: Lt Col Jeff Mueller
360 West Otis St.
Peterson AFB, CO 80914

DO NOT mail applications to National HQ

CADET COMMANDER APPLICANT REQUIREMENTS

In addition to items 1-3 of this letter, all Cadet Commander applicants must meet and/or provide the following:

- Single page letter indicating why you are qualified and desire to be Cadet Commander
- Single page resume of cadet career (accomplishments, positions held, CAP activities attended)
- A Vision Statement and Mission Statement for the 2009 encampment
- Be a C/Maj by December 2008
- Attended 3 encampments (2 as staff, must have been a staff member at a COWG Encampment at least once)
- Be available for a weekend in March or April for CESSnA (Staff Selection)

- **The above items should be emailed to the Commandant of Cadets, Lt. Col Mueller, at ndradar@gmail.com NO LATER THAN 15 December 2008.** (Hard copies should be included in the packet with the Form 31)

All applicants should prepare for addition selection methods that may include an interview, additional documents (projects such as initial plans and outlines for goals), letters of recommendation or home squadron visits. The necessity of these will be determined upon receipt of the applications.

- Applicants will receive an e-mail upon receipt of application.
- Any questions concerning the applications for command staff can be addressed to Lt Col Jeff Mueller at ndradar@gmail.com.

Cadet Commander applications ONLY, Cadet Staff Applications and first time cadet applications will be accepted at a later date.

///Signed///

Erin Ashby, Lt.Col., CAP
Commander, COWGE 2009