

# **COLUMBUS COMPOSITE SQUADRON PARENT GUIDE**



**2021/2022**

## **Introduction:**

Columbus Composite Squadron is a squadron composed of both cadet and adult programs within Group 8 of Ohio Wing. The squadron has a large cadet programs focus and provides a number of exciting opportunities for both leadership development as well as community involvement. This guide was developed to assist the parents of new cadets navigate the application process as well as some of the initial needs of new cadets in Civil Air Patrol.

## **Cadet Great Start:**

The Cadet Great Start Program was developed by Civil Air Patrol National Headquarters as a way for squadrons to provide a standardized orientation program for incoming cadets that guides them through the first achievement and earning their first promotion. The first meeting serves as an orientation and overview of what Civil Air Patrol is and what it has to offer the cadet. Throughout the program, we will collect applications, discuss uniforms, teach leadership, drill (marching), character development, aerospace education, and physical training. The program compresses a lot of information and activities into a short time, so it is imperative that applications, uniforms, and testing are completed in a timely manner. We will provide dates for the various required items as we go along. By keeping on schedule, it will allow the cadet to graduate from the program with his or her first promotion to Cadet Airman at the scheduled time. If a cadet is not able to get everything completed in time, they will still graduate from the program, but will promote at a later date.

## **Joining Columbus Composite Squadron:**

Civil Air Patrol requires every potential member to attend at least 3 meetings prior to accepting their application. Due to the tight timeline of the Great Start schedule, we recommend completing the online application between the 2<sup>nd</sup> and 3<sup>rd</sup> meeting. When you arrive for the 3<sup>rd</sup> meeting, the Commander will review your application and verify the identification for the cadet applicant. Civil Air Patrol has strict identification requirements that will be covered in the next section.

To complete the online application, visit

<https://www.capnhq.gov/CAP.MembershipSystem.Web/CadetOnlineApp.aspx> and follow the step by step instructions to complete the application. On the Personal Information tab, it will ask for Wing and Unit. For Columbus Composite Squadron, enter OH when it asks for the Wing and 139 when it asks for the Unit. To complete the application, you will need to enter your credit card information and click submit. The current annual dues for cadets are \$40. You will not be charged, and the application will not process until the Commander verifies identification and reviews the application during the 3<sup>rd</sup> meeting. Once he has done this, he will submit the application and the cadet will become a member and receive an email with further information.

### **Identification:**

For safety and security of our members, we are required to verify the identification of every applicant wishing to join Civil Air Patrol. There are two methods of showing identification that will meet the requirements of Civil Air Patrol.

1. If the cadet applicant has a United States passport, that will suffice for identification. If a passport is not available, two forms of identification are required as described below.
2. The first will need to be a State issued ID or driver license, a school ID with a photo, a school record or report card, a clinic, doctor, or hospital record, or a military dependent's ID card. The second form must be a social security card or birth certificate.

The Commander will verify the identification against the application and the applicant and return the identification to the applicant or parent. We do not make copies or keep records of any of the items brought to verify identification.

### **Uniforms:**

New cadets are usually very excited about getting their uniforms and we are just as excited to see them in their uniform. Once they have become a member of Civil Air Patrol, they are eligible to begin wearing the uniform. Columbus Composite Squadron has a small supply of blues and BDUs (woodland camouflage) in stock and those will be issued free of charge to those cadets that want them. BDU's are currently being phased out for use in Civil Air Patrol and are being replaced with the ABU (current Air Force camouflage). The current phase out date for the BDU is 15 June 2021, at which time, the BDU will no longer be authorized for wear.

If we are not able to supply a complete uniform, we recommend purchasing the ABUs first. This will allow the cadet to be in a uniform, which makes them eligible for promotion. One note about ABUs, Civil Air Patrol wears black boots with this uniform. The sage green boots worn by the Air Force are not authorized for wear by Civil Air Patrol members.

**If a cadet chooses to quit the program, any uniforms, ribbons, or insignia issued by the squadron or CAP shall be returned as soon as possible.**

### **Curry Blues Voucher:**

When funding permits, National Headquarters Civil Air Patrol, in partnership with Vanguard Industries, offer a \$100 blues voucher to be used to purchase items for the dress blues uniform. Vanguard is the official uniform and insignia supplier for Civil Air Patrol. The voucher is earned by the cadet after successfully completing the Curry Achievement (first promotion) in the cadet program. The voucher may only be used to purchase specific parts of the blues uniform, so it is best to wait to order the blues until after they promote.

**The voucher will be emailed sometime after the promotion has posted and you will have 45 days to use the voucher before it expires.**

### **Additional Uniform Notes:**

While Vanguard is our official uniform supplier, many uniform parts can also be purchased at a number of online retailers, surplus stores, or military clothing sales at military bases. To purchase through Vanguard, visit the Civil Air Patrol section of their website at [www.vanguardmil.com](http://www.vanguardmil.com). They also post a 10% discount every month on their Facebook page. You can also find the discount on our Squadron Facebook page. A link to our Facebook page can be found on our website at <http://OH139.cap.gov>.

### **Cadet Resources:**

Civil Air Patrol is a very self-motivated program and Cadets are expected to study, take tests, and ensure they have met all requirements for the promotions they are working toward. Cadets with questions or needing assistance can get help from other Cadets or use the various online resources to answer their questions. Many of these resources can be found in the Cadet Resources section of the squadron website, or directly through the Civil Air Patrol website.

One of the most important sites for a new Cadet to become familiar with is the New Cadet Resources page of the squadron website. This page includes numerous links to documents and resources that can help new members get better acquainted with the squadron and Civil Air Patrol in general. The New Cadet Resources page can be found at: <https://oh139.cap.gov/members/new-cadet-resources>

Additionally, cadets can find information on the National Headquarters New Cadet Help page at <https://www.gocivilairpatrol.com/programs/cadets/newcadet/>. On this page, the Cadet can find uniform guides, leadership textbooks, and help getting into the secure portion of the National Headquarters website. There is also a page for parents at <https://www.gocivilairpatrol.com/programs/cadets/parents/>.

### **Using eServices:**

After becoming a member of Civil Air Patrol, each member will have access to a secure website called eServices ([www.capnhq.gov](http://www.capnhq.gov)). This website allows Cadets to check their profile, promotions, awards, training, etc. They will also conduct their leadership and aerospace tests on this website. Because of this, after becoming a member, it is imperative that they attempt to log into this website to ensure they are able to get in. On the initial sign in, the site will ask for some personal identification information that was included in the application that includes name, date of birth, social security number, and email address. We have had a few occasions where some of this information was entered incorrectly on the application, which creates issues logging in. We can usually work through these issues fairly easily, but it's better to get them figured out as early as possible as we will need the Cadets to log into eServices during one of the meetings toward the end of the Great Start Program to take their first leadership exam. After logging into eServices, the Cadet will also need to complete the OPSEC training prior to having access to the full site. Please make sure this is completed prior to the meeting in which testing is conducted. On the night of testing, the Cadet will need his or her login information to get into eServices.



## Columbus Composite Squadron Uniform List

All uniform items can be purchased at [www.vanguardmil.com](http://www.vanguardmil.com) using the item numbers provided. A discount code can be obtained on the Vanguard or Squadron Facebook or Instagram pages.

<u>Uniform Item</u>	<u>Item Number</u>	<u>Cost</u>			
Blues Shirt - male	CAP1001	\$52.90			
Blues Pants - male	CAP0993A	\$66.25			
Flight Cap - male	CAP0994K	\$21.70			
Blue Belt - male	2500505	\$17.80			
Flight Cap Device	CAP0748A	\$7.30			
Name Plate	CAP0599M	\$4.30			
<b>Blues Total Male</b>		<b>\$170.25</b>			
Blues Shirt - female	CAP1017J	\$52.90			
Blues Pants - female	CAP3500J	\$60.25			
Flight Cap - female	CAP1015J	\$21.70			
Blue Belt - female	2500550	\$17.30			
Flight Cap Device	CAP0748A	\$7.30			
Name Plate	CAP0599M	\$4.30			
<b>Blues Total Female</b>		<b>\$163.75</b>			
ABU Blouse	CAP0143	\$42.80	Youth ABU Blouse	CAP0140	\$33.75
ABU Pants	CAP0152	\$42.85	Youth ABU Pants	CAP0149	\$33.75
ABU Cap	CAP0158	\$11.15			
ABU Belt	CAP2510700	\$9.90	ABU Belt Small	CAP2510702	\$8.35
Tan T-Shirt	CAP0991Z	\$5.00			
CAP Tape	CAP6403	\$3.50			
Name Tape	CAP6402	\$4.85			
<b>Total BDU's</b>		<b>\$120.05</b>			
			<b>Vanguard 10% discount price</b>		
<b>Total Male</b>		<b>\$290.30</b>			<b>\$261.27</b>
<b>Total Female</b>		<b>\$283.80</b>			<b>\$255.42</b>
Plain black dress shoes	CAP28004	Varies			
Plain black boots	CAP2900A	Varies			

Blues uniform parts (shirts, pants, cap) can also be purchased at military bases through uniform and clothing sales. BDU's/ABU's and blues can also sometimes be found at military surplus stores and online. Before purchasing items online, be sure to confirm the item you are looking at is authorized for CAP use.