Highlander Composite Squadron

Promotion Checklist

Phase 1 – Achievement 1
John Curry

Cadet Airman
C/Amn

Date: _____ **Cadet Name:** Cadet Basic _____ **CAPID:** _____
Last Name First Name

Achievement Requirements

Item	Result / Score	Date Completed	Staff Initials
Cadet Physical Fitness Test (CPFT) Refer to CAPR 60-1, Cadet Physical Fitness Program	SEE **CADET SUPER CHART** FOR SPECIFIC REQUIREMENTS BASED ON AGE AND GENDER *HCS COWG Cadet Promotions & Ribbons webpage* Mile Run/Pacer Test: (Circle which) | Curl Up: | Push Up: | Sit & Reach: Must attempt PT (Passing scores required for Wright Brothers Achievement)		
Leadership Chapter 1	Open book, 80 percent minimum required to pass. Cadet MUST register for an eServices account (www.capnhq.gov) and complete the test using the online testing system.		N/A
Aerospace Education	NO REQUIREMENT	NO REQUIREMENT	NO REQUIREMENT
Character Development Forum Participation	THIS MODULE MUST BE COMPLETED FOR PROGRESSION WINGMAN COURSE – TO BE COMPLETED WITH GREAT START PROGRAM		
Drill Test #1	Enter Cadets Score:		
Cadet Oath	RECITE FROM MEMORY—MAY RETEST AS MANY TIMES AS NECESSARY TO ATTAIN 100 PERCENT ACCURACY		

CIVIL AIR PATROL CADET OATH: "I pledge that I will serve faithfully in the Civil Air Patrol Cadet Program, and that I will attend meetings regularly, participate actively in unit activities, obey my officers, wear my uniform properly, and advance my education and training rapidly to prepare myself to be of service to my community, state, and nation."

REVIEW

Date Joined CAP:	

MEMBER IS ELIGIBLE FOR PROMOTION TO CADET AIRMAN

SIGNATURE AND GRADE OF FLIGHT COMMANDER DATE	SIGNATURE AND GRADE OF CADET COMMANDER DATE
CHECKED, ENTERED, AND PROMOTED IN ESERVICES DATE:	SIGNATURE OF SENIOR TESTING OFFICER

Highlander Composite Squadron

Promotion Checklist

Phase 1 – Achievement 2
H.H. Arnold

Cadet Airman First Class
C/A1C

Promotion Date: _____ **Cadet Name:** C/Amn _____ **CAPID:** _____
Last Name First Name

Achievement Requirements

Item	Result / Score				Date Completed	Staff Initials
Cadet Physical Fitness Test (CPFT) Refer to CAPR 60-1, Cadet Physical Fitness Program	SEE **CADET SUPER CHART** FOR SPECIFIC REQUIREMENTS BASED ON AGE AND GENDER *HCS COWG Cadet Promotions & Ribbons webpage*					
	Mile Run/Pacer Test: (Circle which)	Curl Up:	Push Up:	Sit & Reach:		
	Must attempt PT	(Passing scores required for Wright Brothers Achievement)				
Leadership Chapter 2	80 percent minimum required to pass. Online, Open-Book					N/A
Aerospace Education	80 percent minimum required to pass. ANY MODULE MODULE SELECTED: [1] [2] [3] [4] [5] [6]					N/A
Character Development Forum Participation	THIS MODULE MUST BE COMPLETED FOR PROGRESSION					
Drill Test #2	Enter Cadets Score:					
Cadet Oath	RECITE FROM MEMORY—MAY RETEST AS MANY TIMES AS NECESSARY TO ATTAIN 100 PERCENT ACCURACY					
Active Participation in Activities	Activity:					

REVIEW	
ELIGIBLE FOR PROMOTION:	8 WEEKS / 56 DAYS SINCE LAST PROMOTION (CIRLE ONE) YES NO
MEMBER IS ELIGIBLE FOR PROMOTION TO CADET AIRMAN FIRST CLASS	
SIGNATURE AND GRADE OF FLIGHT COMMANDER DATE	SIGNATURE AND GRADE OF CADET COMMANDER DATE
CHECKED, ENTERED, AND PROMOTED IN ESERVICES DATE:	SIGNATURE OF SENIOR TESTING OFFICER

Highlander Composite Squadron

Promotion Checklist

Phase 1 – Achievement 3
Mary Feik

Cadet Senior Airman
C/SrA

Promotion Date: _____ **Cadet Name:** C/A1C _____ **CAPID:** _____
Last Name First Name

Achievement Requirements

Item	Result / Score				Date Completed	Staff Initials
Cadet Physical Fitness Test (CPFT) Refer to CAPR 60-1, Cadet Physical Fitness Program	SEE **CADET SUPER CHART** FOR SPECIFIC REQUIREMENTS BASED ON AGE AND GENDER *HCS COWG Cadet Promotions & Ribbons webpage*					
	Mile Run/Pacer Test: (Circle which)	Curl Up:	Push Up:	Sit & Reach:		
	Must attempt PT	(Passing scores required for Wright Brothers Achievement)				
Leadership Chapter 3	80 percent minimum required to pass. Online, Open-Book					N/A
Aerospace Education	80 percent minimum required to pass. ANY MODULE MODULE SELECTED: [1] [2] [3] [4] [5] [6]					N/A
Character Development Forum Participation	THIS MODULE MUST BE COMPLETED FOR PROGRESSION					
Drill Test #3	Enter Cadets Score:					
Cadet Oath	RECITE FROM MEMORY—MAY RETEST AS MANY TIMES AS NECESSARY TO ATTAIN 100 PERCENT ACCURACY					
Active Participation in Activities	Activity:					

REVIEW	
ELIGIBLE FOR PROMOTION:	8 WEEKS / 56 DAYS SINCE LAST PROMOTION (CIRLE ONE) YES NO
MEMBER IS ELIGIBLE FOR PROMOTION TO CADET SENIOR AIRMAN	
SIGNATURE AND GRADE OF FLIGHT COMMANDER DATE	SIGNATURE AND GRADE OF CADET COMMANDER DATE
CHECKED, ENTERED, AND PROMOTED IN ESERVICES DATE:	SIGNATURE OF SENIOR TESTING OFFICER

Highlander Composite Squadron

Promotion Checklist

PHASE 1 – WRIGHT BROTHERS AWARD

CADET STAFF SERGEANT
C/SSgt

Promotion Date: _____ **Cadet Name:** C/SrA _____ **CAPID:** _____

Last Name First Name

Achievement Requirements

Item	Result / Score				Date Completed	Staff Initials
Cadet Physical Fitness Test (CPFT) Refer to CAPR 60-1, Cadet Physical Fitness Program	SEE **CADET SUPER CHART** FOR SPECIFIC REQUIREMENTS BASED ON AGE AND GENDER *HCS COWG Cadet Promotions & Ribbons webpage*					
	Mile Run/Pacer Test: (Circle which)	Curl Up:	Push Up:	Sit & Reach:		
	Passing score required to receive Wright Brothers Award					
Leadership	COMPREHENSIVE LEADERSHIP EXAMINATION, **CLOSED BOOK**, SCORE OF 80 PERCENT MINIMUM TO PASS Must request to have test proctored the Thursday before Monday's meeting. Test must be completed before CAP or on a PT Night.					N/A
Aerospace Education	NO REQUIREMENT				NO REQUIREMENT	NO REQUIREMENT
Character Development Forum Participation	NO REQUIREMENT				NO REQUIREMENT	NO REQUIREMENT
Drill Test	Part 2 of the Leadership test. Leadership test must be passed before completing the drill test.	Enter Cadets Score:				
Cadet Oath	RECITE FROM MEMORY—MAY RETEST AS MANY TIMES AS NECESSARY TO ATTAIN 100 PERCENT ACCURACY					
Active Participation in Activities	Activity:					
Promotion Review Board (PRB)	ATTACH CAP FORM 60-91 DETAILING HIS OR HER PERFORMANCE DURING PHASE ONE ALONG WITH LEADERSHIP SUGGESTIONS TO THIS SHEET Must request to have a PRB the Thursday before Monday's meeting.					

REVIEW

ELIGIBLE FOR PROMOTION:	8 WEEKS / 56 DAYS SINCE LAST PROMOTION (CIRLE ONE) YES NO

MEMBER IS ELIGIBLE FOR PROMOTION TO CADET STAFF SERGEANT

SIGNATURE AND GRADE OF FLIGHT COMMANDER DATE	SIGNATURE AND GRADE OF CADET COMMANDER DATE
CHECKED, ENTERED, AND PROMOTED IN ESERVICES DATE:	SIGNATURE OF SENIOR TESTING OFFICER

Highlander Composite Squadron

Promotion Checklist

PHASE 2 – ACHIEVEMENT 4
EDDIE RICKENBACKER

CADET TECHNICAL SERGEANT
C/TSgt

Promotion Date: _____ **Cadet Name:** C/SSgt _____ **CAPID:** _____
Last Name First Name

Achievement Requirements

Item	Result / Score				Date Completed	Staff Initials
Cadet Physical Fitness Test (CPFT) Refer to CAPR 60-1, Cadet Physical Fitness Program	SEE **CADET SUPER CHART** FOR SPECIFIC REQUIREMENTS BASED ON AGE AND GENDER *HCS COWG Cadet Promotions & Ribbons webpage*					
	Mile Run/Pacer Test: (Circle which)	Curl Up:	Push Up:	Sit & Reach:		
	Must pass PT every 180 day's					
Leadership Chapter 4	80 percent minimum required to pass. Online, Open-Book					N/A
Aerospace Education	80 percent minimum required to pass. ANY MODULE MODULE SELECTED: [1] [2] [3] [4] [5] [6]					N/A
Character Development Forum Participation	THIS MODULE MUST BE COMPLETED FOR PROGRESSION					
Drill Test #4	Enter Cadets Score:					
Cadet Oath	RECITE FROM MEMORY—MAY RETEST AS MANY TIMES AS NECESSARY TO ATTAIN 100 PERCENT ACCURACY					
Active Participation in Activities	Activity:					

REVIEW	
ELIGIBLE FOR PROMOTION:	8 WEEKS / 56 DAYS SINCE LAST PROMOTION (CIRLE ONE) YES NO
MEMBER IS ELIGIBLE FOR PROMOTION TO CADET TECHNICAL SERGEANT	
SIGNATURE AND GRADE OF FLIGHT COMMANDER DATE	SIGNATURE AND GRADE OF CADET COMMANDER DATE
CHECKED, ENTERED, AND PROMOTED IN ESERVICES DATE:	SIGNATURE OF SENIOR TESTING OFFICER

Highlander Composite Squadron

Promotion Checklist

PHASE 2 – ACHIEVEMENT 5
CHARLES LINDBERGH

CADET MASTER SERGEANT
C/MSgt

Promotion Date: _____ **Cadet Name:** C/TSgt _____ **CAPID:** _____
Last Name First Name

Achievement Requirements

Item	Result / Score				Date Completed	Staff Initials
Cadet Physical Fitness Test (CPFT) Refer to CAPR 60-1, Cadet Physical Fitness Program	SEE **CADET SUPER CHART** FOR SPECIFIC REQUIREMENTS BASED ON AGE AND GENDER *HCS COWG Cadet Promotions & Ribbons webpage*					
	Mile Run/Pacer Test: (Circle which)	Curl Up:	Push Up:	Sit & Reach:		
	Must pass PT every 180 day's					
Leadership Chapter 5	80 percent minimum required to pass. Online, Open-Book					N/A
Aerospace Education	80 percent minimum required to pass. ANY MODULE MODULE SELECTED: [1] [2] [3] [4] [5] [6]					N/A
Character Development Forum Participation	THIS MODULE MUST BE COMPLETED FOR PROGRESSION					
Drill Test #5	Enter Cadets Score:					
Cadet Oath	RECITE FROM MEMORY—MAY RETEST AS MANY TIMES AS NECESSARY TO ATTAIN 100 PERCENT ACCURACY					
Active Participation in Activities	Activity:					

REVIEW	
ELIGIBLE FOR PROMOTION:	8 WEEKS / 56 DAYS SINCE LAST PROMOTION (CIRLE ONE) YES NO
MEMBER IS ELIGIBLE FOR PROMOTION TO CADET MASTER SERGEANT	
SIGNATURE AND GRADE OF FLIGHT COMMANDER DATE	SIGNATURE AND GRADE OF CADET COMMANDER DATE
CHECKED, ENTERED, AND PROMOTED IN ESERVICES DATE:	SIGNATURE OF SENIOR TESTING OFFICER

Highlander Composite Squadron

Promotion Checklist

PHASE 2 – ACHIEVEMENT 6
JIMMY DOOLITTLE

CADET SENIOR MASTER SERGEANT
C/SMSgt

Promotion Date: _____ **Cadet Name:** C/MSgt _____ **CAPID:** _____
Last Name First Name

Achievement Requirements

Item	Result / Score				Date Completed	Staff Initials
Cadet Physical Fitness Test (CPFT) Refer to CAPR 60-1, Cadet Physical Fitness Program	SEE **CADET SUPER CHART** FOR SPECIFIC REQUIREMENTS BASED ON AGE AND GENDER *HCS COWG Cadet Promotions & Ribbons webpage*					
	Mile Run/Pacer Test: (Circle which)	Curl Up:	Push Up:	Sit & Reach:		
	Must pass PT every 180 day's					
Leadership Chapter 6	COMPREHENSIVE LEADERSHIP EXAMINATION, **CLOSED BOOK**, SCORE OF 80 PERCENT MINIMUM TO PASS					N/A
Aerospace Education	80 percent minimum required to pass. ANY MODULE MODULE SELECTED: [1] [2] [3] [4] [5] [6]					N/A
Character Development Forum Participation	THIS MODULE MUST BE COMPLETED FOR PROGRESSION					
Drill Test #6	Enter Cadets Score:					
Cadet Oath	RECITE FROM MEMORY—MAY RETEST AS MANY TIMES AS NECESSARY TO ATTAIN 100 PERCENT ACCURACY					
Active Participation in Activities	Activity:					
Promotion Review Board (PRB)	ATTACH CAP FORM 60-92 DETAILING HIS OR HER PERFORMANCE DURING PHASE TWO ALONG WITH LEADERSHIP SUGGESTIONS TO THIS SHEET Must request to have a PRB the Thursday before Monday's meeting.					

REVIEW

ELIGIBLE FOR PROMOTION:	8 WEEKS / 56 DAYS SINCE LAST PROMOTION (CIRLE ONE) YES NO

MEMBER IS ELIGIBLE FOR PROMOTION TO CADET SENIOR MASTER SERGEANT

SIGNATURE AND GRADE OF FLIGHT COMMANDER DATE	SIGNATURE AND GRADE OF CADET COMMANDER DATE
CHECKED, ENTERED, AND PROMOTED IN ESERVICES DATE:	SIGNATURE OF SENIOR TESTING OFFICER

Highlander Composite Squadron

Promotion Checklist

PHASE 2 – ACHIEVEMENT 7
ROBERT GODDARD

CADET CHIEF MASTER SERGEANT
C/CMSgt

Promotion Date: _____ **Cadet Name:** C/SMSgt _____ **CAPID:** _____
Last Name First Name

Achievement Requirements

Item	Result / Score				Date Completed	Staff Initials
Cadet Physical Fitness Test (CPFT) Refer to CAPR 60-1, Cadet Physical Fitness Program	SEE **CADET SUPER CHART** FOR SPECIFIC REQUIREMENTS BASED ON AGE AND GENDER *HCS COWG Cadet Promotions & Ribbons webpage*					
	Mile Run/Pacer Test: (Circle which)	Curl Up:	Push Up:	Sit & Reach:		
	Must pass PT every 180 day's					
Leadership Chapter 7	80 percent minimum required to pass. Online, Open-Book					N/A
Aerospace Education	80 percent minimum required to pass. ANY MODULE MODULE SELECTED: [1] [2] [3] [4] [5] [6]					N/A
Character Development Forum Participation	THIS MODULE MUST BE COMPLETED FOR PROGRESSION					
Drill Test #7	Enter Cadets Score:					
Cadet Oath	RECITE FROM MEMORY—MAY RETEST AS MANY TIMES AS NECESSARY TO ATTAIN 100 PERCENT ACCURACY					
Active Participation in Activities	Activity:					

REVIEW	
ELIGIBLE FOR PROMOTION:	8 WEEKS / 56 DAYS SINCE LAST PROMOTION (CIRLE ONE) YES NO
MEMBER IS ELIGIBLE FOR PROMOTION TO CADET CHIEF MASTER SERGEANT	
SIGNATURE AND GRADE OF FLIGHT COMMANDER DATE	SIGNATURE AND GRADE OF CADET COMMANDER DATE
CHECKED, ENTERED, AND PROMOTED IN ESERVICES DATE:	SIGNATURE OF SENIOR TESTING OFFICER

Highlander Composite Squadron

Promotion Checklist

PHASE 2 – ACHIEVEMENT 8
NEIL ARMSTRONG

CADET CHIEF MASTER SERGEANT
C/CMSgt

Promotion Date: _____ **Cadet Name:** C/CMSgt _____ **CAPID:** _____
Last Name First Name

Achievement Requirements

Item	Result / Score				Date Completed	Staff Initials
Cadet Physical Fitness Test (CPFT) Refer to CAPR 60-1, Cadet Physical Fitness Program	SEE **CADET SUPER CHART** FOR SPECIFIC REQUIREMENTS BASED ON AGE AND GENDER *HCS COWG Cadet Promotions & Ribbons webpage*					
	Mile Run/Pacer Test: (Circle which)	Curl Up:	Push Up:	Sit & Reach:		
	Must pass PT every 180 day's					
Leadership Chapter 8	80 percent minimum required to pass. Online, Open-Book					N/A
Aerospace Education	NO REQUIREMENT				NO REQUIREMENT	NO REQUIREMENT
Character Development Forum Participation	THIS MODULE MUST BE COMPLETED FOR PROGRESSION					
Drill Test #8	Enter Cadets Score:					
300-500 Word Essay and 5- 7 Minute Speech	Essay:					
	Speech:					
	Attach Essay and Speech & Essay critique forms to this form					
Cadet Oath	RECITE FROM MEMORY—MAY RETEST AS MANY TIMES AS NECESSARY TO ATTAIN 100 PERCENT ACCURACY					
Active Participation in Activities	Activity:					

REVIEW	
ELIGIBLE FOR PROMOTION:	8 WEEKS / 56 DAYS SINCE LAST PROMOTION (CIRLE ONE) YES NO
MEMBER IS ELIGIBLE FOR "GHOST" PROMOTION TO CADET CHIEF MASTER SERGEANT	
SIGNATURE AND GRADE OF FLIGHT COMMANDER DATE	SIGNATURE AND GRADE OF CADET COMMANDER DATE
CHECKED, ENTERED, AND PROMOTED IN ESERVICES DATE:	SIGNATURE OF SENIOR TESTING OFFICER

Highlander Composite Squadron

Promotion Checklist

PHASE 2 – MITCHELL AWARD
GENERAL BILLY MITCHELL

CADET SECOND LIEUTENANT
C/2d Lt

Promotion Date: _____ **Cadet Name:** C/CMSgt _____ **CAPID:** _____
Last Name First Name

Achievement Requirements

Item	Result / Score	Date Completed	Staff Initials
Cadet Physical Fitness Test (CPFT) Refer to CAPR 60-1, Cadet Physical Fitness Program	SEE **CADET SUPER CHART** FOR SPECIFIC REQUIREMENTS BASED ON AGE AND GENDER *HCS COWG Cadet Promotions & Ribbons webpage* Mile Run/Pacer Test: (Circle which) | Curl Up: | Push Up: | Sit & Reach: Must pass PT every 180 day's – CAP Scores not enough for passing Spaatz PT test		
Leadership	COMPREHENSIVE LEADERSHIP EXAMINATION, CLOSED BOOK, SCORE OF 80% MINIMUM TO PASS Must request to have test proctored the Thursday before Monday's meeting. Test must be completed before CAP or on a PT Night.		N/A
Aerospace Education	COMPREHENSIVE LEADERSHIP EXAMINATION, CLOSED BOOK, SCORE OF 80% MINIMUM TO PASS Must request to have test proctored the Thursday before Monday's meeting. Test must be completed before CAP or on a PT Night.		N/A
Character Development Forum Participation	NO REQUIREMENT	NO REQUIREMENT	NO REQUIREMENT
Encampment	Date Participated:		
Cadet Oath	RECITE FROM MEMORY—MAY RETEST AS MANY TIMES AS NECESSARY TO ATTAIN 100 PERCENT ACCURACY		
Active Participation in Activities	Activity:		
Promotion Review Board (PRB)	ATTACH CAP FORM 60-92 DETAILING HIS OR HER PERFORMANCE DURING PHASE TWO ALONG WITH LEADERSHIP SUGGESTIONS TO THIS SHEET Must request to have a PRB the Thursday before Monday's meeting.		

REVIEW

ELIGIBLE FOR PROMOTION:	8 WEEKS / 56 DAYS SINCE LAST PROMOTION (CIRLE ONE) YES NO

MEMBER IS ELIGIBLE FOR PROMOTION TO CADET SECOND LIEUTENANT

SIGNATURE AND GRADE OF FLIGHT COMMANDER DATE	SIGNATURE AND GRADE OF CADET COMMANDER DATE
CHECKED, ENTERED, AND PROMOTED IN ESERVICES DATE:	SIGNATURE OF SENIOR TESTING OFFICER

Highlander Composite Squadron

Promotion Checklist

PHASE 3 – ACHIEVEMENT 9

CADET SECOND LIEUTENANT
C/2d Lt

Promotion Date: _____ **Cadet Name:** C/2d Lt _____ **CAPID:** _____
Last Name First Name

Achievement Requirements

Item	Result / Score				Date Completed	Staff Initials
Cadet Physical Fitness Test (CPFT) Refer to CAPR 60-1, Cadet Physical Fitness Program	SEE **CADET SUPER CHART** FOR SPECIFIC REQUIREMENTS BASED ON AGE AND GENDER *HCS COWG Cadet Promotions & Ribbons webpage*					
	Mile Run/Pacer Test: (Circle which)	Curl Up:	Push Up:	Sit & Reach:		
	Must pass PT every 180 day's – CAP Scores not enough for passing Spaatz PT test					
Leadership Chapter 9	80 percent minimum required to pass. Online, Open-Book					N/A
Aerospace Education	80 percent minimum required to pass. ANY MODULE AEROSPACE DIMENSIONS MODULE SELECTED: [1] [2] [3] [4] [5] [6]					N/A
Character Development Forum Participation	THIS MODULE MUST BE COMPLETED FOR PROGRESSION					
Cadet Oath	RECITE FROM MEMORY—MAY RETEST AS MANY TIMES AS NECESSARY TO ATTAIN 100 PERCENT ACCURACY					
Active Participation in Activities	Activity:					
Cadet Mentor?					Signed off by Senior Mentor	
Staff Duty Analysis (SDA) CAPP 60-32 Items in this section must be completed in order & signed off by the senior mentor.	SDA Senior Mentor:	SDA Staff Service (Support Staff Position):				
	SDA Technical Writing Assignment (Provide Type of document):					
	SDA Oral Presentation (Purpose of briefing):					
	SDA Feedback (CAPF 60-93 optional)					
	Attach Essay, Speech & Essay critique forms, and feedback to this form					

REVIEW

ELIGIBLE FOR PROMOTION:	8 WEEKS / 56 DAYS SINCE LAST PROMOTION (CIRLE ONE) YES NO

MEMBER IS ELIGIBLE FOR "GHOST" PROMOTION TO CADET SECOND LIEUTENANT

SIGNATURE AND GRADE OF FLIGHT COMMANDER DATE	SIGNATURE AND GRADE OF CADET COMMANDER DATE
CHECKED, ENTERED, AND PROMOTED IN ESERVICES DATE:	SIGNATURE OF SENIOR TESTING OFFICER

Highlander Composite Squadron

Promotion Checklist

PHASE 3 – ACHIEVEMENT 10

CADET FIRST LIEUTENANT
C/1st Lt

Promotion Date: _____ **Cadet Name:** C/2d Lt _____ **CAPID:** _____
Last Name First Name

Achievement Requirements

Item	Result / Score				Date Completed	Staff Initials
Cadet Physical Fitness Test (CPFT) Refer to CAPR 60-1, Cadet Physical Fitness Program	SEE **CADET SUPER CHART** FOR SPECIFIC REQUIREMENTS BASED ON AGE AND GENDER *HCS COWG Cadet Promotions & Ribbons webpage*					
	Mile Run/Pacer Test: (Circle which)	Curl Up:	Push Up:	Sit & Reach:		
	Must pass PT every 180 day's – CAP Scores not enough for passing Spaatz PT test					
Leadership Chapter 10	80 percent minimum required to pass. Online, Open-Book					N/A
Aerospace Education	80 percent minimum required to pass. ANY MODULE AEROSPACE DIMENSIONS MODULE SELECTED: [1] [2] [3] [4] [5] [6]					N/A
Character Development Forum Participation	THIS MODULE MUST BE COMPLETED FOR PROGRESSION					
Cadet Oath	RECITE FROM MEMORY—MAY RETEST AS MANY TIMES AS NECESSARY TO ATTAIN 100 PERCENT ACCURACY					
Active Participation in Activities	Activity:					
Cadet Mentor?					Signed off by Senior Mentor	
Staff Duty Analysis (SDA) CAPP 60-32 Items in this section must be completed in order & signed off by the senior mentor.	SDA Senior Mentor:	SDA Staff Service (Support Staff Position):				
	SDA Technical Writing Assignment (Provide Type of document):					
	SDA Oral Presentation (Purpose of briefing):					
	SDA Feedback (CAPF 60-93 optional)					
	Attach Essay, Speech & Essay critique forms, and feedback to this form					

REVIEW	
ELIGIBLE FOR PROMOTION:	8 WEEKS / 56 DAYS SINCE LAST PROMOTION (CIRLE ONE) YES NO
MEMBER IS ELIGIBLE FOR PROMOTION TO FIRST LIEUTENANT	
SIGNATURE AND GRADE OF FLIGHT COMMANDER DATE	SIGNATURE AND GRADE OF CADET COMMANDER DATE
CHECKED, ENTERED, AND PROMOTED IN ESERVICES DATE:	SIGNATURE OF SENIOR TESTING OFFICER

Highlander Composite Squadron

Promotion Checklist

PHASE 3 – ACHIEVEMENT 11

CADET FIRST LIEUTENANT
C/1st Lt

Promotion Date: _____ **Cadet Name:** C/1st Lt _____ **CAPID:** _____
Last Name First Name

Achievement Requirements

Item	Result / Score				Date Completed	Staff Initials
Cadet Physical Fitness Test (CPFT) Refer to CAPR 60-1, Cadet Physical Fitness Program	SEE **CADET SUPER CHART** FOR SPECIFIC REQUIREMENTS BASED ON AGE AND GENDER *HCS COWG Cadet Promotions & Ribbons webpage*					
	Mile Run/Pacer Test: (Circle which)	Curl Up:	Push Up:	Sit & Reach:		
	Must pass PT every 180 day's – CAP Scores not enough for passing Spaatz PT test					
Leadership Chapter 11	80 percent minimum required to pass. Online, Open-Book					N/A
Aerospace Education	80 percent minimum required to pass. ANY MODULE AEROSPACE DIMENSIONS MODULE SELECTED: [1] [2] [3] [4] [5] [6]					N/A
Character Development Forum Participation	THIS MODULE MUST BE COMPLETED FOR PROGRESSION					
Cadet Oath	RECITE FROM MEMORY—MAY RETEST AS MANY TIMES AS NECESSARY TO ATTAIN 100 PERCENT ACCURACY					
Active Participation in Activities	Activity:					
Cadet Mentor?					Signed off by Senior Mentor	
Staff Duty Analysis (SDA) CAPP 60-32 Items in this section must be completed in order & signed off by the senior mentor.	SDA Senior Mentor:	SDA Staff Service (Support Staff Position):				
	SDA Technical Writing Assignment (Provide Type of document):					
	SDA Oral Presentation (Purpose of briefing):					
	SDA Feedback (CAPF 60-93 optional)					
	Attach Essay, Speech & Essay critique forms, and feedback to this form					

REVIEW

ELIGIBLE FOR PROMOTION:	8 WEEKS / 56 DAYS SINCE LAST PROMOTION (CIRLE ONE) YES NO

MEMBER IS ELIGIBLE FOR "GHOST" PROMOTION TO CADET FIRST LIEUTENANT

SIGNATURE AND GRADE OF FLIGHT COMMANDER DATE	SIGNATURE AND GRADE OF CADET COMMANDER DATE
CHECKED, ENTERED, AND PROMOTED IN ESERVICES DATE:	SIGNATURE OF SENIOR TESTING OFFICER

Highlander Composite Squadron

Promotion Checklist

PHASE 3 – EARHART AWARD
AMEILA EARHART

CADET CAPTAIN
C/CAPT

Promotion Date: _____ **Cadet Name:** C/1st Lt _____ **CAPID:** _____
Last Name First Name

Achievement Requirements

Item	Result / Score				Date Completed	Staff Initials
Cadet Physical Fitness Test (CPFT) Refer to CAPR 60-1, Cadet Physical Fitness Program	SEE **CADET SUPER CHART** FOR SPECIFIC REQUIREMENTS BASED ON AGE AND GENDER *HCS COWG Cadet Promotions & Ribbons webpage*					
	Mile Run/Pacer Test: (Circle which)	Curl Up:	Push Up:	Sit & Reach:		
Leadership	COMPREHENSIVE LEADERSHIP EXAMINATION, CLOSED BOOK, SCORE OF 80% MINIMUM TO PASS Must request to have test proctored the Thursday before Monday's meeting. Test must be completed before CAP or on a PT Night.					N/A
Aerospace Education	COMPREHENSIVE LEADERSHIP EXAMINATION, CLOSED BOOK, SCORE OF 80% MINIMUM TO PASS Must request to have test proctored the Thursday before Monday's meeting. Test must be completed before CAP or on a PT Night.					N/A
Character Development Forum Participation	NO REQUIREMENT				NO REQUIREMENT	NO REQUIREMENT
Cadet Oath	RECITE FROM MEMORY—MAY RETEST AS MANY TIMES AS NECESSARY TO ATTAIN 100 PERCENT ACCURACY					
Active Participation in Activities	Activity:					
Cadet Mentor?	NO REQUIREMENT				NO REQUIREMENT	NO REQUIREMENT
Staff Duty Analysis (SDA) **CAPP 60-32** Items in this section must be completed in order & signed off by the senior mentor.	SDA Senior Mentor:	SDA Staff Service (Support Staff Position): NO REQUIREMENT			NO REQUIREMENT	NO REQUIREMENT
	SDA Technical Writing Assignment (Provide Type of document): NO REQUIREMENT				NO REQUIREMENT	NO REQUIREMENT
	SDA Oral Presentation (Purpose of briefing): NO REQUIREMENT				NO REQUIREMENT	NO REQUIREMENT
	SDA Feedback (CAPF 60-93 optional): NO REQUIREMENT					
	Attach Essay and Speech & Essay critique forms to this form					
Promotion Review Board (PRB)	ATTACH CAP FORM 60-93 DETAILING HIS OR HER PERFORMANCE DURING PHASE THREE ALONG WITH LEADERSHIP SUGGESTIONS TO THIS SHEET Must request to have a PRB the Thursday before Monday's meeting.					

REVIEW

ELIGIBLE FOR PROMOTION:	8 WEEKS / 56 DAYS SINCE LAST PROMOTION (CIRLE ONE) YES NO

MEMBER IS ELIGIBLE FOR PROMOTION TO CADET CAPTAIN

SIGNATURE AND GRADE OF FLIGHT COMMANDER DATE	SIGNATURE AND GRADE OF CADET COMMANDER DATE
CHECKED, ENTERED, AND PROMOTED IN ESERVICES DATE:	SIGNATURE OF SENIOR TESTING OFFICER

Highlander Composite Squadron

Promotion Checklist

PHASE 4 – ACHIEVEMENT 12

CADET CAPTAIN
C/CAPT

Promotion Date: _____ C/Capt _____ **CAPID:** _____
Last Name First Name

Achievement Requirements

Item	Result / Score				Date Completed	Staff Initials
Cadet Physical Fitness Test (CPFT) Refer to CAPR 60-1, Cadet Physical Fitness Program	SEE **CADET SUPER CHART** FOR SPECIFIC REQUIREMENTS BASED ON AGE AND GENDER *HCS COWG Cadet Promotions & Ribbons webpage*					
	Mile Run/Pacer Test: (Circle which)	Curl Up:	Push Up:	Sit & Reach:		
	Must pass PT every 180 day's – CAP Scores not enough for passing Spaatz PT test					
Leadership Chapter 11	80 percent minimum required to pass. Online, Open-Book					N/A
Aerospace Education	NO REQUIREMENT				NO REQUIREMENT	N/A
Character Development Forum Participation	THIS MODULE MUST BE COMPLETED FOR PROGRESSION					
Cadet Oath	RECITE FROM MEMORY—MAY RETEST AS MANY TIMES AS NECESSARY TO ATTAIN 100 PERCENT ACCURACY					
Active Participation in Activities	Activity:					
Cadet Instruct?						
Staff Duty Analysis (SDA) CAPP 60-32 Items in this section must be completed in order & signed off by the senior mentor.	SDA Senior Mentor:	SDA Staff Service (Support Staff Position):			Signed off by Senior Mentor	
	SDA Technical Writing Assignment (Provide Type of document):					
	SDA Oral Presentation (Purpose of briefing):					
	SDA Feedback (CAPF 60-93 optional)					
	Attach Essay, Speech & Essay critique forms, and feedback to this form					

REVIEW

ELIGIBLE FOR PROMOTION:	8 WEEKS / 56 DAYS SINCE LAST PROMOTION (CIRLE ONE) YES NO

MEMBER IS ELIGIBLE FOR "GHOST" PROMOTION TO CADET CAPTAIN

SIGNATURE AND GRADE OF FLIGHT COMMANDER DATE	SIGNATURE AND GRADE OF CADET COMMANDER DATE
CHECKED, ENTERED, AND PROMOTED IN ESERVICES DATE:	SIGNATURE OF SENIOR TESTING OFFICER