



# CADET PROMOTION PROGRESS FORM



## PHASE 1 - ACHIEVEMENT 1

MAJOR GENERAL JOHN F. CURRY

CADET AIRMAN - C/Amn



CADET LAST NAME, FIRST NAME	CADET'S CURRENT GRADE <b>C/AB</b>	CAP ID
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**CADET AGREEMENT TO COMPLETE ACHIEVEMENT**  
(To be completed WITH your Flight Commander, Cadet Commander, Deputy Commander for Cadets, or other designee)

The cadet named above shall, to the best of their ability, complete all requirements for the  
for this Achievement on or before the "Expected Date of Next Promotion." →

CADET'S SIGNATURE	DATE	SUPERVISING CADET OR CADET PROGRAMS SM SIGNATURE	DATE
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ACHIEVEMENT REQUIREMENTS	PASS / SCORE	DATE COMPLETED	VERIFIED BY
<b>Leadership – Learn To Lead, Vol 1: Personal Leadership</b> Chapter 1: <i>Air Force Traditions</i>			
<b>Leadership – Drill Test: Achievement 1</b> (Bring Score Sheet to Test) Topic: <i>Basic Drill as a Element Member</i>			
<b>Aerospace (AE):</b> Achievement 1: There is no AE requirement			
<b>Physical Fitness (PT) Test:</b> Must ATTEMPT the Cadet Physical Fitness Test (CPFT)			
<b>Character Development (CD):</b> Achievement 1: Cadet must participate in <i>Cadet Wingman Course</i>			CDI:

DESCRIPTION OF ADDITIONAL ACTIVITIES ATTENDED: SATURDAY EVENTS, TRAINING, or ADDITIONAL CD FORUMS	PASS / SCORE / N/A	DATE COMPLETED	VERIFIED BY

REGULAR WEEKLY MEETINGS ATTENDED							
MM/DD/YR							
Verified by:							
MM/DD/YR							
Verified by:							
MM/DD/YR							
Verified by:							

## PRE – PROMOTIONS BOARD REVIEW

ACHIEVEMENT SPECIFIC ACTIVITIES OR TRAINING REQUIREMENTS	PASS / SCORE / N/A	DATE COMPLETED	VERIFIED BY
<b>Operational Security (OPSEC):</b> on eServices: www.capnhq.gov			
<b>Equal Opportunity (EO):</b> on eServices: www.capnhq.gov			

GENERAL ADVANCEMENT PREREQUISITES	MEETS REQ	DATE	EVALUATED BY
<b>Member In Good Standing:</b> Current CAP cadet, as shown in eServices			
<b>Proper Uniform Wear And Grooming Standards:</b> The uniform will <u>NOT</u> be worn until the cadet is in full compliance			
<b>Cadet Memory Items: Recite Cadet Oath From Memory</b> Cadet may retest as many times as necessary to attain 100% accuracy			
<b>Attends Meetings Regularly:</b> Cadets may complete Achievement 1 any time after joining CAP			
<b>Actively Participates:</b> Direct, in-person involvement in the Cadet Program is the most effective way to demonstrate a cadet's learning			

LEADERSHIP EXPECTATIONS AND OTHER CRITERIA TO BE EVALUATED AT THE PROMOTION BOARD
<b>Attitude:</b> Displays a positive attitude; optimistic; enthusiastic; team-orientated
<b>Core Values:</b> Aware of Core Values; honest; practices customs & courtesies; polite & respectful; wears uniform properly
<b>Communication Skills:</b> Listens actively; attentive; asks good questions
<b>Sense of Responsibility:</b> Follows directions; dependable; arrives ready to learn & serve; effective managing own time
<b>Interpersonal Skills:</b> N/A
<b>Critical Thinking:</b> N/A
<b>Delegation Skills:</b> N/A
<b>TYPICAL DUTIES UPON PROMOTION:</b> Element member

1 <sup>st</sup> and 2 <sup>nd</sup> ENDORSEMENTS – REFERRAL TO PROMOTIONS BOARD			
I certify that I have verified this cadet has completed all eligibility requirements for promotion. I have observed the cadet's progress during this evaluation period and believe he/she demonstrates the Leadership expectations and maturity to advance to the next rank. I recommend the cadet to the Promotions Board.			
<b>1<sup>st</sup> Endorsement by:</b> <b>Supv Cadet / SM Officer</b>	PRINTED RANK/NAME	SIGNATURE	DATE
<b>2<sup>nd</sup> Endorsement by:</b> <b>DCC or SM Designee</b>	PRINTED RANK/NAME	SIGNATURE	DATE

<b>Request Promotions Board Review:</b> Once the cadet is recommended for promotion by 1 <sup>st</sup> and 2 <sup>nd</sup> Endorsements, cadet MUST request Promotions Board.	DATE REQUESTED
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CADET'S PERSPECTIVE POST – PROMOTION BOARD	DATE COMPLETED	VERIFIED BY Fit/CC, CC, DCC, Designee
<b>Leadership Feedback Form ("Cadet's Perspectives" sections):</b> Cadet will complete the "Cadet's Perspectives" sections on the Feedback Form and return it to the supervising cadet officer.		