



CIVIL AIR PATROL
United States Air Force Auxiliary
105 South Hansell Street / Building 714
Maxwell Air Force Base, Alabama 36112-6332

14 Nov 11

MEMORANDUM FOR ALL CAP MEMBERS


FROM: National Cadet Team

SUBJECT: Scholarship Procedures and Points System

1. **Application Process.** Cadets will login to eServices and select the Scholarship application module. They will be asked to verify that the contact information in eServices is correct and then they will answer a series of questions about their CAP service and academic achievements. Next, they will upload their resume and letter of recommendation, which must be in PDF format. Finally, they will confirm that the information that they gave is correct and submit the application.
2. **Scoring System.** The scoring will be conducted in three parts.
 - a. An objective overview of the member's CAP service.
 - b. An objective overview of the member's academic achievements.
 - c. An evaluation of the member's letter of recommendation and resume.

The CAP Service portion has 72 possible points, the academic achievement portion has 73 possible points and the evaluation portion has 60 possible points, for a total of 205 possible points. The objective scoring points are listed on the attachment. The evaluation of the documents will be completed by a committee comprised of three volunteers.

3. **Role of Squadron Commander.** To be selected for a scholarship, all applicants must be approved by their Squadron Commander. Leave the applicant's name in the "not approved" section for those whose personal conduct or attitude is deemed unsatisfactory. Unit commanders will have from 16 January, until 1 February to approve the applications.
4. **Role of Wing Headquarters.** Wing HQ will also need to approve the applications in order for a member to be selected for a scholarship. Leave the applicant's name in the "not approved" section for those whose personal conduct or attitude is deemed unsatisfactory. The wing will only be able to see those applications that have been approved by their unit commander. The Wing Commander or DCP needs to approve the applications by 15 February.
5. **Scholarship Procedures.** Cadets that have been selected for a scholarship will receive a contract through email. Cadets must sign the contract, along with a parent (if the cadet is a minor), and It will explain that they need to provide original copies of their school transcripts, ACT/SAT scores and other supporting documents before they receive their scholarship.


Steven J. Trupp
Cadet Programs
Program Manager

Objective Scoring Points

CIVIL AIR PATROL SERVICE

Special Awards		Cadet Activities	
(Points are given for each type awarded)		Five or more	8
CC Commendation (or Higher)	5	Four	6
AFA or VFW Cadet of the Year	3	Three	4
Community Service Ribbon	3	Two	2
AFSA Cadet NCO of the Year	2	One	1
CAP Model Rockerty Badge	2		
CAP Recruiting Ribbon	2		
Flight Ratings		Emergency Services	
Pilot	8	Four or more Ratings	8
Solo Badge	5	Three Ratings	4
Pre-Solo Badge	4	Two Ratings	2
Longevity		Milestone Achievement	
4 years or more	8	Spatz	10
3 to 4 years	6	Eaker	6
2 to 3 years	4	Earhart	4
less than 2	2	Mitchell	2
Cadet Advisory Council		Cadet Competition	
Chair, Vice Chair or Recorder	5	Competed at National	8
Priamay Representative	3	Competed at Region	5
Assistant Representative	2	Competed at Wing	3

ACADEMIC ACHIEVEMENTS

Mathematics		Grade Point Average	
Calculus	10	3.80 or higher	20
Trigonometry or Advanced Math	7	3.5 to 3.79	15
Algebra II	4	3.00 to 3.49	8
Algebra I	1	2.70 to 2.99	4
Foreign Language		Advanced Placement	
2 or more Languages	8	Completed Courses	
1 Language	4	3 or more Classes	10
		2 Classes	6
		1 Class	3
SAT/ACT Scores			
SAT (With Writing Test Addition)		ACT Composite	
2250 or higher	25	34 or higher	25
2050 to 2240	20	31 to 33	20
1900 to 2040	15	28 to 30	15
1750 to 1890	8	25 to 27	8
1550 to 1740	4	22 to 24	4
1540 or less	0	21 or less	0