



**CIVIL AIR PATROL
U.S. AIR FORCE AUXILIARY**

National Headquarters
 Cadet Team
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16 October 2007

MEMORANDUM FOR WING DIRECTORS OF CADET PROGRAMS

SUBJECT: National Cadet Special Activities Slotting System 2008

1. **Background.** In September, we circulated some ideas on how to improve the slotting system for National Cadet Special Activities. What's the best way to slot 3,000 applicants when there's room for only 1,200? There is no "perfect" solution. All we can do is be as fair as possible. Our thanks to the DCPs and CACs who shared their thoughts.
2. **Objective Scoring System.** Beginning this year, we'll be using the objective points system shown below to slot cadets. At the end of the 2008 NCSA season, we'll reevaluate.

Age		Achievement		Longevity		Prior Activities	
18+	10 POINTS	Spaatz	20 POINTS	5+ YEARS	15 POINTS	None	15 POINTS
17	8	Eaker	16	4	12	1	10
16	6	Earhart	14	3	9	2	5
15	4	Mitchell	12	2	5	3+	0
14	3	Wright Br	8	1	2		
< 14	0	None	0	< 1	0		

NHQ will use software to tabulate cadets' scores (call this the NCSA Score) on 18 February, pulling that data directly from E-Services. Mitchell Awards earned on 19 February, for example, will not figure into the NCSA Score.

3. **Role of Wing Headquarters.** NHQ will tabulate cadets' NCSA Scores, but wings will assign cadet applicants to one of three categories:

a. **Green Light:** Each wing may "green light" 10% of its applicants, rounded off to the nearest whole number, with a minimum of 1 green light per wing. Green light cadets will be placed ahead of all other cadets in the slotting system. Some examples of how the math works:

Wing	Applicants	10%	Total Green Lights
A	11	1.1	1
B	15	1.5	2
C	4	0.4	1

While there's no guarantee that a green light cadet will receive their first choice activity - what if all 300 green light cadets want to go to the same activity? - it's very likely they will be slotted for one of their favorite programs.

b. **Approved:** To be slotted for an activity, all cadet applicants must be approved by their wing. The vast majority of cadet applicants will be grouped into this category.

c. **Red Light:** Wings will "red light" cadets whose personal conduct or attitude is deemed unsatisfactory.

d. **Wing Selection Boards.** Some wings choose to hold NCSA selection boards. That remains their option. If a wing holds a board, the board's function becomes determining which cadets to green light, which to approve, and which to red light. Unlike years past, wings no longer rank order cadets - the objective point system takes care of that.

4. Mechanics of the Slotting System.

GREEN LIGHTS			
1	5	9	13
2	6	10	14
3	7	11	15
4	8	12	16 ...

APPROVED CADETS				
1	10	19	28	37
2	11	20	29	38
3	12	21	30	39
4	13	22	31	40
5	14	23	32	41
6	15	24	33	42
7	16	25	34	43
8	17	26	35	44
9	18	27	36	45 ...

RED LIGHTS
Cadet John Curry
Cadet Hap Arnold
Cadet Mary Feik ...
<i>NHQ removes these cadets from the slotting system, as they've been disapproved by their wing.</i>

SENIORS
Maj Paul Garber
Maj Grover Loeing ...
<i>Because seniors do not compete with cadets for slots, the activity directors handle their applications on an individual basis.</i>

1. All green light cadets are grouped together and rank ordered by NCSA Score. (Age is the tie-breaker when multiple cadets have the same score.)

2. Slotting begins with the #1 green light cadet, then moves on to the #2 green light, etc., until all green light cadets have a chance to be slotted. Cadets are slotted into their first choice activity, if there is room. If not, they are slotted into their second, third, or fourth choice activity.

3. At the end of this exercise, all green light cadets should be slotted into one of their favorite activities.

4. All approved cadets are grouped together and rank ordered by their NCSA Score. Again, age is the tie-breaker.

5. The #1 approved cadet is slotted first, then the #2 cadet, etc. Cadets are slotted into their first choice activity, if there is room. If not, they are slotted into their second, third, or fourth choice activity.

6. At the end of this exercise, all approved cadets have had a chance to win a slot, but because of supply and demand, some cadets will go without.

7. Next, NHQ looks for vacant slots. The second round of slotting begins with the #1 green light cadet, followed by the #2, etc, and onto the approved cadets. During this stage, cadets who have already been slotted for one activity may be slotted for a second, third or fourth. Supply and demand and each cadet's personal choices make it possible for Cadet A to be slotted for multiple activities, while Cadet B is slotted for none.

8. As Activity Directors work their alternates' list, preference will be given to cadets who are not attending any other NCSAs.

9. Seniors. Activity Directors personally select and notify their senior member staff.

10. **Note:** IACE, COS, and CLA applications receive special handling and are not bound to this system.

Important Dates

Wing DCPs,
take note:

NHQ announces activities at cap.gov/nca	1 Nov	Activity Directors contact cadets	By 1 April
Cadets apply for NCSAs, via E-Services	1 Dec - 15 Jan	Cadets pay activity fees via E-Services	By 15 April
Wings green-light, red-light, & approve apps	16 Jan - 15 Feb	Activity Directors work alternates list	Spring
National Headquarters slots cadets	16 Feb - 28 Feb	Cadets attend activities	Summer
NHQ announces slots at cap.gov/nca	1 Mar	NHQ evaluates system, invites feedback	Fall

5. Encampment Pre-Requisite. The cadet regulation (CAPR 52-16, ch 4) limits NCSAs to cadets who have completed encampment. Beginning this year, we're requiring cadets to have graduated encampment at the time of application. This is to ensure all cadets come fully prepared for NCSAs, and because demand for NCSAs greatly overpowers supply. Recognizing that some wings and regions host winter encampments, we'll keep NCSA applications open a few weeks later this year, through 15 January.

6. How You Can Help. Please help the new system take root by spreading the word in your wing and answering questions. **Detailed instructions on how to apply for NCSAs will be available at cap.gov/nca by 1 December.** Our program manager for NCSAs is **Joe Curry, jcurry@cap.gov, 877.227.9142 x402.** Feel free to contact him if you have questions or concerns. Thanks again for your continued support.

CURT LAFOND
Chief, Cadet Programs