



NEVADA WING – CIVIL AIR PATROL
United States Air Force Auxiliary

6 January 2014

MEMORANDUM FOR NCOS CADET STUDENT APPLICANTS

FROM: NVWG NCOS CADET COMMANDER

SUBJECT: Noncommissioned Officer School Confirmation Packet

Congratulations ... This will serve as your confirmation of acceptance as a Cadet Student for the Nevada Wing Non-commissioned Officers School to be held between Friday, 7 February and Sunday, 9 February 2014 on Nellis Air Force Base in Las Vegas, Nevada. You will be tasked various duties designed to teach you the transition from "Followership" to "Leadership" by introducing yourself to instructional and leadership fundamentals.

In order to complete the Cadet Student registration process, you must bring a copy of your CAP Form 31 with all required signatures with you to in-processing or you may "Scan" the document and email it to 1st Lt Kevin Barber at kbarber.cap@gmail.com. As well, if you have not already registered and made your activity payment on the website <http://NVWGNCOS2014.eventbrite.com>, be sure to do so as quickly as possible.

All students must report by 1800 hours on Friday, 7 February, in Battle Dress Uniform (BDU) at the Nellis Air Force Base Airman Leadership School. Cadets not having access to the base will be dropped off at the Visitor Center Parking lot and be transported by CAP van to the Airman Leadership School. The first meal will be breakfast on Saturday morning; therefore, I recommend you eat dinner before reporting to the NCOS. Billeting for the weekend will be at the Security Forces Training Center. Please note that a sleeping bag is required and a mattress pad is recommended. You will receive the Nevada Wing Non-commissioned Officer School Binder with instructional training materials upon check-in. The graduation ceremony is scheduled for 1600 hours on Sunday, 9 February. All students will be released once the training site is cleaned and secured. You may expect to be dismissed by 1700 hours.

Should you need to contact me during the Noncommissioned Officer School, you can call my mobile telephone (702) 686-6208 or via email. You may also contact Capt Kevin Barber, CAP NCOS Commander at (626) 641-0442.

Alexander Sudderth

C/Capt. Alexander Sudderth
NCOS CADET COMMANDER

ATTACHMENT 1
NONCOMMISSIONED OFFICER SCHOOL
Equipment List for ALL Attendees

Uniform for all participants for the weekend will be BDUs. Blue Service Uniform with ribbons will be worn for graduation on Sunday.

The following items are required for the NCOS and must be brought with you to the school:

- CAP Membership Card
- Notebook (spiral bound preferred)
- Pen
- CAP Form 31 (with required signatures)
- Sleeping Bag (w/ air mattress preferred)
- Blue Service Uniform (complete)
- BDU Uniform
 - Unit Cap (BDU cap acceptable);
- PT Uniform
 - Athletic Shorts (Blue or Black)
 - Athletic Shoes
 - White Athletic Socks (2 Pair)
- Under garments
- Socks (Black/White)
- Jacket
- Flashlight (with fresh batteries)
- Canteen/Camel Back
- \$5.00 in emergency money (Only for emergencies)
- Toilet Kit
 - Comb/Brush
 - Tooth Paste & Brush
 - Deodorant
 - Soap/Shampoo
 - Razor
- Bath Towel & Washcloth
- Shoe Shining Gear
- Sun Block

Manuals to Read:

AFMAN 36-2203, Drill and Ceremonies
CAPM 39-1, Uniform Manual
Leadership: Learn to Lead-Volume I & II
CAPP 50-5, Introduction to CAP
CAPP 151, Respect on Display
CAPP 50-2, CAP Core Values

The following items are optional:

- Camera
- Iron and Spray Starch/Fabric Finish
- Sewing Kit
- Second set of BDUs
- Complete Set of Cadet Books

Cell phones are encouraged as a means of communication during the training weekend. However, please practice cell phone courtesies during the activity.