

Training

**CAP SENIOR MEMBER TRAINING PROGRAM**

CAPR 50-17, 1 March 2003, is supplemented as follows:

3-2. Unit commanders must ensure new senior members comply with this paragraph. Promotion action will not be submitted until this is completed.

3-8. The Director of a CAP Orientation Course and the Cadet Protection Program will provide proof of completion using CAP Form 11, dated March 2003 to Minnesota Wing HQ CAP/ETP. The Director of Professional Development will certify Form 11 and forward it to National HQ CAP/ETP.

4-6e. The Director of a Squadron Leadership School (SLS) will provide proof of completion using CAP Form 11 to Minnesota Wing HQ CAP/ETP. The Director of Professional Development will certify the form 11 and forward it to National HQ CAP/ETP.

5-3f. The Director of a Corporate Leadership Course (CLC) will provide proof of completion using CAP Form 11 to Minnesota Wing HQ CAP/ETP. The Director of Professional Development will certify the Form 11 and forward it to National HQ CAP/ETP.

8-1a. The Wing Director of Professional Development is designated as the Wing Test Control Officer (TCO). Each unit Test Control Officer is designated on CAP Form 53, "Signature Verification Card."

8-1b(3d). AFIADL tests will not be forwarded to a unit that does not have a current Test Control Officer on file with the Wing Director of Professional Development. Test Control Officers will maintain AFIADL tests in accordance with CAPR 50-4. The Unit Test Control Officer **will return the AFIADL test booklet immediately to MN WG HQ CAP/ETP as soon as the student has completed the test.** The test booklet will be held under security until the unit notifies Minnesota Wing HQ CAP/ETP the student has passed the course. The Wing Director of Professional Development is the only person authorized to destroy AFIADL test booklets.

8-2. Applications for Air Force Institute for Advanced Distributed Learning courses are to be made using AFIADL Form 23 (Attachment 13 A). No other form will be accepted. This form may be faxed to MN WG HQ (651-554-0905), which will be processed and forwarded upon approval. Leave block 10 blank, it is to be signed by the Minnesota Wing Director of Professional Development. Place the member CAP ID number and your unit charter number in the upper right hand corner of the form. Block 11, zip/shred code of the test office is 551110230-4.

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DAVID KENAN, Maj, CAP  
Administrative Officer

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STEPHEN G. MILLER, Col, CAP  
Commander

SUMMARY OF CHANGES

Updated references for revised regulation and forms.

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Supersedes MNWG Supplement 1 to CAPR 50-17, 1 May 2002

OPR: ETS

Distribution: 2 copies to each unit  
1 copy to Minnesota Wing/LO  
1 copy to North Central Region/LO  
1 copy to North Central Region/CS