



<b>SKY HARBOR COMPOSITE SQUADRON</b> 		<b>Phase II: Leadership</b> <b>Neil Armstrong Achievement</b> <b>8</b> 	
<b>CADET PROMOTION AUTHORIZATION</b>			
Cadet Name (Last, First)		CAPID	Date of Last Promotion : (56 days between promotions)
<b>Step 1: Complete the Following Promotion Requirements</b>			
Promotion Requirements			
* <b>Online Leadership Test.</b> Complete Learn to Lead Chapter 8 Online Leadership Test with 80% or higher.			
* <b>Speech and Essay Assignment.</b> Complete a 300 to 500 word essay and 5 to 7 minute speech using the guidelines and score sheets found at <a href="http://capmembers.com/armstrong">capmembers.com/armstrong</a> . Arrange with the Cadet Command Staff to schedule.			
* <b>Drill &amp; Ceremonies Practical Test.</b> Pass Achievement 8 Drill & Ceremonies Practical Test (CAPT 78-2) with 70% (7/10) or higher. <a href="#">Link to Score Sheet.</a>			
* <b>Cadet Physical Fitness Test (CPFT).</b> Pass fitness test according to the <a href="#">CAPP 52-18 Fitness Test Requirements</a> . Cadets must pass either the mile run or shuttle run, and two of the other events. <i>If you are injured or medically unable to participate in the CPFT, this requirement will be waived.</i>			
* <b>Character Development.</b> Participate in one Character Development Forum. See <a href="http://capmembers.com/character">capmembers.com/character</a> .			
* <b>Participate Actively</b> in CAP meetings and/or activities.			
* <b>Cadet Oath.</b> Be able to recite the Cadet Oath from Memory.			
<b>Step 2: Request a Promotion Board.</b> Once you have finished the above requirements, request a promotion board Before your board, you will need to ensure the following: <ul style="list-style-type: none"> <li>* <b>Form 50.</b> Ask your supervisor to complete a <a href="#">CAPE 50-2</a> Leadership Feedback Form.</li> <li>* <b>This Form.</b> You will be required to bring this form to your board</li> <li>* <b>Neil Armstrong.</b> Be prepared to explain what you know about the achievement's namesake. You can find information about them here: <a href="http://capmembers.com/ranks">capmembers.com/ranks</a></li> </ul>			
<b>To be completed by Senior Staff only:</b>			
<b>Promotion Board Completed Satisfactorily</b> The Cadet has been evaluated with a discussion based on a CAPF 50-2 and was not retained in grade due to information that he or she had previously been tested on. If the Cadet is to be retained in grade, he or she has been given a date within 6 weeks to re-take their board.			
Grade and Name of Promotion Board Chair:		Signature:	Date:
<b>Promotion Approved</b> I have verified completion of the promotion requirements listed above and have approved the Cadet for promotion to the grade listed above.			
Grade, Name, Position (CC, CDC or Designee):		Signature:	Date: