

**APPLICATION FOR SENIOR MEMBER PROFESSIONAL DEVELOPMENT AWARDS**

(See instructions on reverse.)

1. LAST NAME, FIRST NAME, MIDDLE INITIAL	2. CAP GRADE	3. CAPID
4. MEMBER'S ADDRESS (Number, Street, City, State, and Zip)	5. UNIT NAME	
	6. CHARTER NUMBER	
	7. E-MAIL	

**AWARD REQUESTED**

8.  SENIOR MEMBER CERTIFICATE OF PROFICIENCY - LEVEL II (Attach supporting documents if required.)

a. Completed Level I Orientation Course. Date: \_\_\_\_\_

b. Completed Squadron Leadership School (SLS). Date: \_\_\_\_\_

c. Completed CDC Course 13, CAP Senior Officer Course or equivalent course: \_\_\_\_\_ Date: \_\_\_\_\_

d. Specialty Track Code Number and Numerical Rating: \_\_\_\_\_ (Technician Level or higher required.)

e. Optional: For Yeager Aerospace Education Award Seal on Certificate of Proficiency, list date Yeager Award completed. Date: \_\_\_\_\_

9.  GROVER LOENING AEROSPACE AWARD - LEVEL III (Attach supporting documents if required.)

a. Certificate of Proficiency. Date: \_\_\_\_\_

b. Command or Staff Assignment: \_\_\_\_\_ Dates: \_\_\_\_\_ to \_\_\_\_\_

c. Completed Corporate Learning Course (CLC). Date: \_\_\_\_\_

d. Specialty Track Code Number and Numerical Rating: \_\_\_\_\_ (Senior Level or higher required.)

e. Attended two national, region, or wing conferences: 1. \_\_\_\_\_ 2. \_\_\_\_\_

10.  PAUL E. GARBER AWARD - LEVEL IV (Attach supporting documents if required.)

a. Grover Loening Aerospace Award. Date: \_\_\_\_\_

b. Command or Staff Assignment: \_\_\_\_\_ Dates: \_\_\_\_\_ to \_\_\_\_\_

c. Completed Region Staff College (RSC) or equivalent course: \_\_\_\_\_ Date: \_\_\_\_\_

d. Specialty Track Code Number and Numerical Rating: \_\_\_\_\_ (Master Level required.)

e. Staff member at a national, region, or wing conference or as a staff member at a SLS, CLC or UCC.  
Indicate type, position, and date: \_\_\_\_\_

f. Public presentation to a non-CAP group or an internal or external AE presentation, or Yeager AE Award dated: \_\_\_\_\_  
Date: \_\_\_\_\_ Subject of presentation: \_\_\_\_\_ Presented to: \_\_\_\_\_

11.  GILL ROBB WILSON AWARD - LEVEL V (Attach supporting documents if required.)

a. Paul E. Garber Award. Date: \_\_\_\_\_

b. Command or Staff Assignment: \_\_\_\_\_ Dates: \_\_\_\_\_ to \_\_\_\_\_

c. Completed National Staff College (NSC) or equivalent course: \_\_\_\_\_ Date: \_\_\_\_\_

d. Conduct Level I Orientation Course. Date: \_\_\_\_\_ **AND ONE** of the following:

e. SLS, CLC or UCC director: \_\_\_\_\_ Date: \_\_\_\_\_

f. Staff member for a RSC or NSC. Staff Position: \_\_\_\_\_ Date: \_\_\_\_\_

12. REQUESTER'S SIGNATURE _____ DATE _____	13. UNIT COMMANDER'S SIGNATURE _____ DATE _____
14. WING COMMANDER'S SIGNATURE _____ DATE _____	15. REGION COMMANDER'S SIGNATURE _____ DATE _____

## INSTRUCTIONS FOR COMPLETION OF CAP FORM 24

(See CAPR 50-17 for additional information)

1. Complete Items 1 through 7 and Items 12 and 13 for all awards. Check the appropriate block for the award requested in Items 8-11. For military education equivalent courses, see CAPR 50-17, *CAP Senior Member Professional Development Program*, Attachment 2. Include month and year in dates. Attach copies of supporting documents if completion is not reflected on current Senior Member Professional Development Report (PDR).
2. Senior Member Certificate of Proficiency:
  - a. Complete Item 8. Unit commander approves and forwards original to NHQ CAP/ETP, Building 714, 105 South Hansell Street, Maxwell AFB AL 36112-6332. Retain one copy for unit file.
  - b. In Items 8b and 8c, list equivalent courses in space provided if applicable.
  - c. Item 8e is optional. Individuals who have completed the requirements for the Brig Gen Charles E. "Chuck" Yeager Aerospace Education Achievement Award are eligible to receive a special Yeager Award embossed seal affixed to their Certificate of Proficiency. To receive the seal, list month and year of Yeager Award completion.
3. Grover Loening Aerospace Award:
  - a. Complete Item 9. Unit commander approves and forwards original to wing headquarters for action. Wing commander approves and forwards approved original to NHQ CAP/ETP, Building 714, 105 South Hansell Street, Maxwell AFB AL 36112-6332. Retain a copy for unit and wing files.
  - b. In Item 9c, list equivalent course in space provided if applicable.
  - c. In Item 9e, list the type of conferences and dates attended.
4. Paul E. Garber Award:
  - a. Complete Item 10. Unit commander approves and forwards original to wing headquarters for action. Wing commander approves and forwards approved original to NHQ CAP/ETP, Building 714, 105 South Hansell Street, Maxwell AFB AL 36112-6332. Retain a copy for unit and wing files.
  - b. In Item 10c, list equivalent course in space provided if applicable.
5. Gill Robb Wilson Award:
  - a. Complete Item 11. Unit commander approves and forwards original to wing headquarters for action. Wing commander approves and forwards original to region headquarters for action. Region commander approves and forwards original to NHQ CAP/ETP, Building 714, 105 South Hansell Street, Maxwell AFB AL 36112-6332. Retain a copy for unit, wing, and region files.
  - b. In Item 11c, list equivalent course in space provided if applicable.
6. Signatures Blocks 12-15:
  - a. Blocks 12 and 13 are required for all awards.
  - b. Blocks 14 and 15 should be completed as required for the specific level of award as noted above.

*Note: National Headquarters will base verification of data for the award applied for, and previous awards, on the Senior Member Professional Development Report (PDR). If entries on the PDR are not current, attach supporting documentation of completion such as a photo copy of award certificate or diploma. Application forms without the proper documentation will be returned to the last appropriate office for action.*