

# Aurora Composite Squadron Request for Promotion Board

I \_\_\_\_\_, CAPID \_\_\_\_\_, hereby request a

Promotion Board on (date) \_\_\_\_\_ for the grade of: \_\_\_\_\_

Signature: \_\_\_\_\_

\_\_\_General Emergency Services training and test complete

This form is not to be completed or modified during a squadron meeting. Complete and review the information before presenting it to the testing officer.

The following statements are to be typed on a separate paper and attached to this form. It is recommended that you provide at least one paragraph for each statement. A single sentence will not be accepted.

### **Cadets promoting to the grade of C/Amn will answer the following statements:**

Based on what you have learned, describe what it will take for you to succeed in the Cadet Program.

Describe leadership skills you currently have and how you might use them in CAP.

### **Cadets promoting to the grade of C/A1C and above will answer the following statements:**

Describe recent successes you have had in the Cadet Program, since your last promotion.

Describe leadership skills you will work to improve. What steps will you take to improve in these areas?

Obtain the following signatures by presenting this completed form to the squadron members listed below. You must obtain your first signature from the Testing Officer.

- Testing Officer: \_\_\_\_\_  
    \_\_\_Drill test complete  
    \_\_\_Knowledge test complete  
    \_\_\_Review scheduled date: \_\_\_\_\_
- Cadet Commander/Staff: \_\_\_\_\_
- Deputy Commander for Cadets(DCC) or designee: \_\_\_\_\_
- Squadron Commander: \_\_\_\_\_

After obtaining the above signatures return this form to: (This will be decided by the Testing Officer)

Deputy Commander for Cadets

Cadet Commander

Testing Officer

Date Returned: \_\_\_\_\_

Promotion review boards will take place during the first meeting of the month.

Promotion boards should be scheduled two weeks before but NO LATER than one week before the expected review date. This would make it necessary to have all promotion requirements completed by the 3rd week, which is when Aerospace Education takes place.

Descriptions are to be typed. Everything else may be handwritten, legibly.

Promotions will take place during the second meeting of the month. [The commander will review any exceptions.](#)

Promotion boards will not occur unless this form is completed in full and returned to the designated recipient at least one week prior to the requested review date.