



WEST VIRGINIA WING FLIGHT SCHOLARSHIPS

1. Application and selection procedures for the **West Virginia Wing Flight Scholarships** (both Powered and Glider) will be in accordance with attachments one and two of this policy. Selection procedures for the WV Wing Glider Flight Scholarship will be in accordance with attachments one and three of this policy.

FLIGHT SCHOLARSHIP AWARD CHECKLIST

I. Cadet Eligibility Requirements and Application Procedures

- _____ 1. Be 16 years of age prior to starting date for powered flight training or at least 14 years of age for glider training.
- _____ 2. Have completed a minimum of five achievements, and attained the grade of Cadet Technical Sergeant in the cadet program, prior to participation in the Flight Scholarship flight training program.
- _____ 3. Complete a CAPF 31 (noting at the top of the form in red ink – Flight Scholarship Application). Medical Information does not have to be provided. In addition, applicants must include an essay of 1000 words or less explaining why you should be awarded this opportunity. Give the completed form to your Unit Commander for their signature.
- _____ 4. Unit commanders should ensure that the CAPF 31 has been completely and properly filled out, verify that the cadet meets the above eligibility requirements, and sign the CAPF 31 indicating so.

II. Items to Accomplish after the CAPF 31 has been Approved Cadets must:

- _____ 1. Contact the WVWG/DO to arrange for the use of a Cessna 172 aircraft for powered flight instruction.
- _____ 2. Obtain and possess at least a Class III FAA Medical and FAA Student Pilot Certificate (Powered Flight Scholarship only)
- _____ 3. Obtain, read, complete, and sign a copy of either the Powered or Glider Flight Scholarship Agreement, whichever is applicable.
(NOTE: Do not fill in the date at the beginning of the Agreement. It will be completed when the Wing Commander signs the Agreement.)
- _____ 4. Locate an appropriate Flight Instructor and have them sign the Agreement.
- _____ 5. Give the completed CAPF 31, the signed Flight Scholarship Agreement, and a copy of your Class III Medical and Student Certificate (Power only) to the your Unit Commander.
- _____ 6. The Unit Commander needs to decide if the unit will pay for the fuel costs, or if the cadet will be responsible for fuel costs. This should be indicated on the Flight Scholarship Agreement.
- _____ 7. The Unit Commander should examine the application package, and if everything is in the order, sign the Agreement and send all the paperwork to WV Wing HQ's, Attention: DCP

Application Package

List

- _____ Properly completed CAPF 31, with the essay, and Unit Commander's signature.
- _____ Completed and signed Flight Scholarship Agreement.
- _____ Photocopy of Class III Medical and FAA Student Pilot License. (Power only)

III. Wing Headquarters Procedure:

- _____ The Wing Commander will examine everything and, if approved, will sign and date the Flight Scholarship Agreement, returning it and a copy of the agreement to the Unit Commander, indicating approval to begin flight training.

IV. Powered Flight Training (15 Hours of flight time; 1 year time limit) Glider Flight Training (30 Tows); 1 year limit.

Start Date: _____

Finish Date: _____

NOTE: The start date will be the date the agreement is signed by the Wing Commander.

WV POWERED FLIGHT SCHOLARSHIP AGREEMENT

This agreement made and entered into this _____ day of _____ 20_____, between _____, in their capacity as Commander of the West Virginia Wing, Civil Air Patrol, hereinafter referred to as "CAP" and Cadet _____, hereinafter referred to as "student" and _____, hereinafter referred to as "instructor" and _____, as Commander of the _____ Squadron, hereinafter referred to as "unit".

WHEREAS: Student has been selected to receive the CAP Powered Flight Scholarship Award.

WHEREAS: This agreement is intended to set out the understanding between the parties concerning the rights, duties and obligations concerning said flight scholarship.

NOW THEREFORE WITNESSETH that for and in consideration of the premises, the parties hereto agree as follows:

1. The Unit Commander concerned states that the student meets all eligibility requirements for award of this flight scholarship.
2. A CAP Cessna 172 aircraft must be used. The unit concerned and the student will be responsible to arrange for an instructor (CFI), who is a CAP member. The name of the instructor must be furnished to the Wing Commander.
3. CAP agrees to make available to instructor and student, a CAP Cessna 172 aircraft in which to accomplish the aforesaid flight instruction.
4. Student agrees to make himself/herself available to the instructor, at the convenience of the instructor, at such times and for sufficient periods of time which allow for the timely completion of the aforesaid flight training.
5. Instructor states that he/she is a current FAA Certified Flight Instructor.
6. Student agrees to furnish a copy of his/her FAA Medical Certificate and FAA Student Pilot Certificate to Wing Headquarters.
7. The parties agree that the aircraft costs will be paid by the WV Wing. The fuel and oil will be paid for by the _____ (unit, wing, or student).
8. The student agrees that for a non-unit funded scholarship using a CAP aircraft, he/she will be solely responsible for all costs, as indicated in item 7, incurred in completion of the flight training in CAP aircraft used for instruction.
9. The Unit agrees that for a unit funded scholarship using a CAP aircraft; it will be responsible for all costs, as indicated in item 7, incurred in completion of the flight training in CAP aircraft used for instruction.

10. WV Wing will tender to student or unit, as applicable, up to \$750.00 for fuel and oil expenses, following the completion of the 15 hours of flight instruction. If the flight instruction is accomplished as part of a WV Wing Flight Academy, wing will pay for the fuel directly.
11. The parties agree that the instruction provided for herein will be complete no later than the _____ day of _____ 20_____, which is one year from the date this agreement was made.
12. The parties agree that if the 15 hours of instruction are not completed due to some actions or inactions by the cadet, before the deadline stated above, Wing will not be required to reimburse the student or squadron for any costs. Also, the student will be required to reimburse the squadron for costs paid for by the squadron, as indicated in item 7, if the instruction is not completed by the deadline stated above.
13. This agreement must be completed and returned to Wing Headquarters for approval in order to initiate this scholarship.

Wing Commander

Unit Commander

Flight Instructor

Cadet/Student Pilot

Parent or Legal Guardian Signature

WV GLIDER FLIGHT SCHOLARSHIP AGREEMENT

This agreement made and entered into this _____ day of _____, 20____, between _____, in their capacity as Commander of the West Virginia Wing, Civil Air Patrol, hereinafter referred to as "CAP" and Cadet _____ hereinafter referred to as "student" and _____, hereinafter referred to as "instructor" and _____, as Unit Commander of the _____ Squadron, hereinafter referred to as "unit".

WHEREAS: Student has been selected to receive the CAP Glider Flight Training Scholarship.

WHEREAS: This agreement is intended to set out the understanding between the parties concerning the rights, duties and obligations concerning said scholarship.

NOW THEREFORE WITNESSETH that for and in consideration of the premises, the parties hereto agree as follows:

1. The Unit Commander concerned states that the student meets all eligibility requirements for award of this glider flight training scholarship.
2. The unit concerned and the student will be responsible to arrange for an instructor (CFI-G), who is a CAP member. The name of the instructor must be furnished to the Wing Commander.
3. CAP agrees to make available the glider and tow aircraft to instructor and student to accomplish the aforesaid flight instruction. The instructor and student will be responsible for securing qualified tow pilots and ground crew.
4. Student must be available to schedule flight instruction with the instructor, at the convenience of the instructor, at such times and for sufficient periods of time which allow for the timely completion of the aforesaid flight training.
5. Instructor states that he/she is a current FAA Certified Glider Flight Instructor.
6. The parties agree that the aircraft fee for the CAP tow aircraft will be paid by the wing. The fuel and oil will be paid for by the _____ (unit or student). CAP Tow aircraft will be used.
7. WV Wing will waive the aircraft fee for 30 tows. Wing will reimburse a maximum of \$750.00 for aircraft fuel to the unit or student, as appropriate. The student must complete either 30 tows or expend the authorized \$750.00 for fuel in order for wing to reimburse either the unit or student, as appropriate.
8. If the \$750.00 limit is reached before 30 tows are accomplished, the student or unit will be responsible for fuel costs for any additional tows to reach the 30 tows authorized by the scholarship. If the flight instruction is accomplished as part of a WV Wing Flight Academy, wing will pay for the fuel directly.

9. The parties agree that the instruction provided for herein will be completed no later than the 1st day of _____.
10. This agreement must be completed and returned to wing headquarters for approval in order to initiate this scholarship.

Wing Commander

Unit Commander

Flight Instructor

Cadet/Student Pilot

Parent or Legal Guardian Signature