



HEADQUARTERS  
**ALASKA WING, CIVIL AIR PATROL**  
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MEMORANDUM FOR CAP/AK WING SQUADRONS

FROM: CC

SUBJECT: Policy Letter No. 23  
Alaska Wing Civil Air Patrol Scholarship Funds

1. This memorandum is to state the Wing Policies and Procedures for the Alaska Wing Civil Air Patrol Scholarship Funds.
  - a) Purpose: Financially assist Alaska Civil Air Patrol members gain advancement in Aerospace Education, Flight activities, or advancement in Civil Air Patrol activities beyond the squadron level.
  - b) Eligibility: Current member in good standing of the Alaska Wing Civil Air Patrol.
  - c) Scholarship Committee: A committee will be established in March of each year for making a decision of who receives the Scholarship funds. This committee will have at least five members. No member of this annual committee will be eligible for scholarship funds. Committee members will be chosen from the following Wing members and a CAP member at large; Wing Commander, Vice Commander, Chief of Staff, Operations Officer, Finance Officer, Safety Officer, Personnel Officer, Professional Development Officer, Public Affairs Officer, and Director of Cadets.
  - d) Annual Timetable: Applications will be accepted in January and February of each year. The scholarship committee will meet in March and make their decisions. The funds will be distributed in April.
  - e) Requirements for Scholarships:
    1. Must be a current member in good standing of the Alaska Wing Civil Air Patrol,
    2. Submit a cover letter,
    3. Submit a letter from your direct commander,
    4. Submit a resume,
    5. Submit a statement of need.
  - f) Scholarship Funds: The funding of the scholarships will be changed only by vote of the Alaska Wing Civil Air Patrol Finance Committee. There will be seven scholarships given each year. The Cadet of the Year will automatically receive \$500 annually without applying. There will be three scholarships given to senior members and three given to cadets. \$500 will go to the top candidate, \$300 to the next best candidate and \$200 to the third best candidate.

- g) Changes to these Policies: This policy will be held in the office of the Office Manager/Bookkeeper. The funding or other changes to this policy can only be done by attaching a dated amendment to this policy and having it approved by the Alaska Wing Civil Air Patrol Finance Committee.



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Commander - Alaska Wing