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MEMORANDUM FOR CADET WINGS SELECTION BOARD

FROM: AK-XXX/Duty Position

SUBJECT: Letter of Recommendation for Cadet <Rank Firstname Lastname>

1. It is my pleasure to recommend <cadet name> for the 2025 Cadet Wings Flight Scholarship Program. Cadet <lastname> is a promising young aviator well on their way to achieving their Private Pilot ASEL Certification. Your support will help him stay on track to meet these goals.

2. <cadet name> will be 17 years old and eligible for his FAA Powered Practical Test on <DOB + 17 yrs>. He currently serves as the <ask cadet their recent duty positions and related responsibilities>. <Cadet name> was recently awarded the <ask cadet recent awards & how they earned the awards>. As an aviator, they have accomplished their initial solo in a <aircraft>, re-soloed in a <aircraft>, logged over XX hours dual instruction, and passed their FAA Knowledge Test with a <score>.

3. As Cadet <lastname>’s primary flight instructor, I am in an excellent position to assess his potential for completing his aviation goals; he is on track to complete the XXX additional instructional sorties/hours necessary to meet his Part 61(?)a training requirements and be postured for successful completion of the FAA Practical Test.

4. Cadet <lastname> has my highest endorsement as an ideal candidate for the Cadet Wings program. I can attest to their growing airmanship and aviation knowledge. Please contact me at <recommender’s email address and/or phone number> if you have any questions or if I can be of further assistance. Thank you!

RECOMMENDER FULL NAME, Rank, CAP

<Recommender duty position>