



WESTERN CADET ACADEMY  
CIVIL AIR PATROL WASHINGTON WING  
UNITED STATES AIR FORCE AUXILIARY  
4407 172nd Street  
Arlington, Washington 98223

22 November 2009

MEMORANDUM FOR WESTERN CADET ACADEMY PARENTS

FROM: Captain Scott Jewell, Commandant of Cadets, WCA

SUBJECT: Parent Information

1. The purpose of this memorandum is to ensure all parents are aware of the procedures for dropping off and picking up cadets, as well as attending graduation.
2. CHECK IN Please drop your cadet off no later than 7:30 am on Saturday January 23. The location for this will be in the Main Lodge (see attached map), Camp Kiloqua, Arlington, WA. The doors will open for students at 7:00am. Please ensure that your cadet has their money, their forms, including the Squadron Commanders Signature on their WWF 23 form, and CAP ID Card (proof of membership) ready when they show up to Pre-Check-In outside the Building. Cadets will enter the building after pre-check-in, however, we will ask that parents do not enter the building as well.
3. GRADUATION Graduation for WCA will begin at 2pm on Sunday 24 January. The location for this is Camp Kiloqua, Arlington, WA. Parents will be parking in the lower parking lot and walking along the Woodland Trail to get to the Parade Field. Cadet Bags will be set under the overhang in the Parent Parking Lot no later than 1:30pm. Graduation will take approximately 30 minutes; following the ceremony students are permitted to leave with their parents. If the weather is not permissible for an outdoor ceremony, an indoor ceremony will be held in the main lodge.
4. If you have any questions, feel free to contact 1st Lt Tony Scarpino at (360) 319-9577.

Very Respectfully,

SCOTT W. JEWELL, Capt, CAP  
Commandant of Cadets  
Western Cadet Academy

Attachments:

1-Camp Kiloqua Map