



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

18 September 2009

MEMORANDUM FOR WESTERN CADET ACADEMY PARENTS

FROM: 1st Lt 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

Basic Ground Team students check in at Kwa Ladi building at Camp Killoqua Friday evening October 9th at 7:00pm. A map to the Camp is available to download and print from the Wing web site.

For **all other classes** please drop your cadet off at the Point Church no later than 7:30 am on Saturday October 10th. A map to the Church is available to download and print from the Wing web site. 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 the 11th. The location for this is Camp Killoqua, 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 about 30 minutes, and then school by school will be checked out on a table setup at the beginning of the woodland trail back to the parking lot. No one will leave without checking out at the table.

4. If you have any questions, feel free to contact 1st Lt Tony Scarpino at (360) 319-9577.

Very Respectfully,

SCOTT W. JEWELL, 1st Lt, CAP
Commandant of Cadets
Western Cadet Academy