



Air Cadet League of Canada
National Scholarships & Awards
Handbook

2023

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PART 1 - INTRODUCTION

This handbook is produced under the authority of the Chair of the National Scholarships and Awards Committee. It provides a list of available scholarships and awards along with procedures and guidelines for their submission.

The handbook must be read in conjunction with:

- The Air Cadet League of Canada Policy and Procedures manual (PPM)

PART 2 - SCHOLARSHIPS & AWARDS

2.1 Air Cadet Service Medal (AIRCSM)

2.1.1 Description

The Air Cadet League of Canada (ACL) has created an Award to recognize meritorious service of four years by deserving Air Cadets. The AIRCSM was authorized for issue and wear by the National Cadet Council. The authority for the AIRCSM shall be the Air Cadet League of Canada.

2.1.2 Criteria

Serving Cadets must have successfully completed four years of honorable service with no serious infractions and be recommended by the Cadet Squadron Commanding Officer. All Air Cadets, on strength at a Cadet Squadron shall be eligible to receive the Medal.

Former Cadets who have successfully completed four years of honorable service with no serious infractions may apply to the National Officer for this Award by providing supporting documentation which could include a letter (on squadron letter head) signed by the current CO confirming the length of service, or other appropriate documentation to confirm the applicant's length of service.

2.1.3 Procedures

For Serving Cadets:

- The application form ACC56 is to be completed which includes the recommendation by the Cadet Squadron Commanding Officer and approved by the Chairperson of the Squadron Sponsoring Committee.
- The application form is to be sent by the Squadron to the appropriate Air Cadet League Provincial/Territorial Committee. Please contact your League representative for the address and contact information for each Provincial/Territorial Committee.
- The medals will be ordered by the provincial Committee to the ACL National office. The cost will be the responsibility of the P/TC.
- Disputes for serving air cadets shall be mediated by the Provincial/Territorial Committee whose decision shall be final and binding.
- Presentation of the award shall be made at a suitable ceremony by a representative of the Air Cadet League of Canada as may be arranged by the provincial/Territorial Committees with the Cadet Squadrons.

Former Air Cadets:

- No Medal shall be issued without supporting proof of service. The onus to produce such proof being upon the applicant.
- The cost of the Medal and handling charges, determined by the Air Cadet League, will be the responsibility of the applicant.
- The onus shall be on the individual former Cadet to apply for this Award.
- The application form [ACC57](#) and supporting documents are to be sent for verification, approval, and fulfillment to the National Headquarters in Ottawa.

2.1.4 Wearing of the Medal

The AIRCSM Medal or Ribbon shall be worn immediately above the right breast pocket of the uniform centrally over and immediately above the top line of the right breast pocket. The Medal shall be worn for ceremonial occasions, and the Ribbon only for all other occasions.

A gold bar is available for each subsequent full year of eligible service. The bar shall be affixed to the medal ribbon in the center (as measured from the top of the ribbon to the top of the medal). If a second bar is presented, the bars should be equally spaced on the medal ribbon.

A gold rosette is available to wear on the undress ribbon. The first rosette shall be centered on the undress ribbon. If a second rosette is presented, the two shall be spaced equally on the undress rib.

2.2 Annual Music Awards for Excellent

To promote music in the Air Cadet Movement, the Air Cadet League of Canada has established annual Music Awards for outstanding Air Cadet Musicians.

Two awards are presented annually:

- Air Cadet Pipe Band Musician – Air Force Association Pipe Band Award;
- Air Cadet Military Band Musician.

2.2.1 Criteria

- The Music Awards are open to members of the Royal Canadian Air Cadets during the year of application, and are awarded based on music abilities combined with outstanding performance as an Air Cadet;

- The Cadet must have completed a minimum of two years of continuous service as a member of an Air Cadet Pipe Band or Military Band by the date of nomination;
- The Cadet must have an outstanding performance as an Air Cadet.

2.2.2 Procedure

- Applications (ACC58) and supporting documents for all Music Awards for Excellence must be received in digital form, (one PDF file), no later than Sept. 30, at the National Office of the Air Cadet League of Canada, leaguehq@aircadetleague.com. The email should be titled beginning with Music Awards followed by your name such as: Music Awards_ Jones_ Fred;
- Must provide a statement of approximately 300 words outlining your career goals and objectives;
- The applicant is required to submit a video recording and the music sheets of the two approved pieces of music that he/she performed to achieve music level four or five. It is requested that a uniformed officer appear with the uniformed cadet at the beginning of the recording to verbally authenticate the identity of the cadet. The cadet must be visible throughout the entire video recording;
- The National Cadet Scholarships and Awards Committee, in collaboration with the National Music Committee (NMC), will consider all eligible candidates. The Chairperson of the Committee will declare the name of the recipient of the Music Awards at the Semi-Annual Meeting of the Air Cadet League of Canada in November.

2.3 Royal Canadian Legion Air Cadet of the Year Award

The Royal Canadian Legion (RCL) Air Cadet of the Year recipient is selected annually by the Air Cadet League of Canada (ACL) on behalf of the RCL. The Air Cadet National Scholarship and awards Committee will announce the chosen candidate at the ACL Annual General Meeting in June.

The Air Cadet of the Year Recipient will be invited by the RCL to act as a youth representative at the annual National Remembrance Day Ceremony held in Ottawa. It is very important that the cadet selected by the Provincial Committee be an excellent ambassador for the Air Cadet Organization.

The RCL will contact the Cadet in late August of each year and advise/explain to the selected Cadet, the particulars of the Award. The RCL will arrange for the transportation, rations and quarters of the Cadet and one parent or escort to Ottawa, where the Cadet will be a Member of the Vice-Regal Party, along with the Army and Sea Cadet and Junior Canadian Ranger of the Year, for the National Remembrance Day Ceremonies. He/she will accompany the Vice-Regal party during the ceremony and will assist with the laying of wreaths. The Cadet will also receive

the Royal Canadian Legion Medal of Excellence and will participate in other events and visits while in Ottawa. The recipient will also be presented a certificate by the ACL and a cheque of \$1,000.

The Royal Canadian Legion (RCL) Air Cadet of the Year Award will be presented to a deserving cadet from one province/territory each year according to the following schedule:

2022 ALBERTA
2023 QUEBEC & OTTAWA VALLEY
2024 NOVA SCOTIA
2025 SASKATCHEWAN
2026 MANITOBA
2027 NEWFOUNDLAND & LABRADOR
2028 PRINCE EDWARD ISLAND
2029 BRITISH COLUMBIA
2030 ONTARIO
2031 NEW BRUNSWICK
2032 PAN TERRITORIES
The National

Air Cadet Scholarships and Awards Committee has prepared application and evaluation forms to support the Provincial/Territorial Committee (P/TC) in their selection of an excellent cadet to represent our organization.

For a P/TC that already as a process to select the best cadet within their area, we will ask that they incorporate the requirement of this application and scoring forms.

The Provincial/Territorial Committee will be responsible for selecting one candidate, and one alternate, in accordance with criteria established by the National Scholarship and Awards Committee and will submit the application form ACC62, together with other criteria requested of the cadet, to the National Office (leaguehq@aircadetleague.com) no later than March 31st. The approval of the selection will be confirmed to the P/TC before end of April. The name of the selected cadet and alternate will be announced at the ACL League's Annual General Meeting. The National Office will coordinate the activities associated with the event in Ottawa.

2.3.1 Criteria

Completed application form; (ACC62) must be returned to the Provincial / Territory Committee by March 1st. and include:

-
- A statement of approximately 300 words outlining why you wish to serve as the Royal Canadian Air Cadet representative at the Remembrance Day Ceremony.
- A letter of recommendation from your Squadron's Commanding Officer.

- A letter of support from the Chairperson of your Squadron's Sponsoring Committee.
- A letter of support by the Provincial Committee Chair.
- A copy of the most recently available Transcript of Marks from either the High School, or from the Ministry of Education, College or University.
- The cadet must be of the rank of Flight Sergeant and above.
- It should be noted that the selected cadet and alternate must be a cadet in good standing and not "age out" prior to November 11.
- Ceremonial Dress (C1) shall be worn for the National Remembrance Day Ceremony.

The application, the evaluation forms and all other documentations of the selected candidate must be returned to the National ACL office by March 31st.

2.3.2 Procedure

The Royal Canadian Legion (RCL) Air Cadet of the Year Award will be presented to a deserving cadet from one province/territory each year according to the schedule in application form **ACC62**:

- At the beginning of the calendar year, the National HQ will send the application form ACC62 to the designated Provincial/Territorial Committee;
- The Provincial/Territorial Committee will be responsible for selecting one candidate and one alternate in accordance to the criteria establish by the National Air Cadet Scholarship and Awards Committee and submit the application form **ACC62**, the evaluation form ACC62-1 and the supporting documents of the selected candidates to the National Office no later than April 1st;
- The approval of the selection will be confirmed to the Provincial/Territorial Committee before May 1st. The National Office will coordinate with the Royal Canadian Legion the activities associated with the event in Ottawa. The name of the selected cadet will be announced at the League's Annual General Meeting;
- Should the Provincial/Territorial Committee be unable to provide a suitable candidate, the national Air Cadet Scholarship and Awards Committee will select a suitable candidate;
- It should be noted that the selected cadet and alternate must not "age out" prior to November 11. Ceremonial Dress (C1) shall be worn for the National Remembrance Day Ceremony;
- The RCL will arrange for the transportation, rations and quarters of the Cadet and one parent or escort to Ottawa, where the Cadet will be a Member of the Vice-Regal Party

(along with the RCL Army and Sea Cadet of the Year) for the National Remembrance Day Ceremonies. The cadet will accompany the Vice- Regal party during the ceremonies and will assist with laying wreaths. The Cadet will also receive the Royal Canadian Legion Medal of Excellence, a five hundred dollar award and will participate in other ceremonies, events and visits while in Ottawa.

- The selected cadet will receive a certificate and a cheque of \$1000 from the Air Cadet League of Canada

2.4 Flying Awards

2.4.1 Continuation Flying Training Award (CFTA)

The purpose of the Continuation Flying Training Awards is to provide cadets who have successfully completed the Power Pilot Scholarship Course the opportunity to continue to accumulate flight time. The value of the awards may vary from year to year, the current year value is indicated on the application form ACC68. It will be also possible in lieu of flight time that for some awards a cadet could choose a post-secondary scholarship where the value of the award will be paid to the Educational Institution towards tuition.

2.4.2 Pilot Training Achievement Award (PTAA)

The purpose of the Pilot Training Achievement Awards is to provide funding for use in continuing a cadet's flying or gliding training. The value of the awards may vary from year to year, the current year value is indicated on the application form **ACC68**.

2.4.2.1 Criteria

Awards for both the CFTA and PTAA will be given to the highest achievers on Transport Canada assessments combined with High School marks and performance as an Air Cadet. Power scholarship graduates applying will qualify for both the CFTA and the PTAA. The Glider scholarship graduates applying will qualify for the PTAA only. Awards will be allocated proportionately across all regions. In any given calendar year, a cadet will be limited to one monetary ACL award (CFTA) or Post-Secondary Scholarship.

2.4.2.2 Procedure

Applications (ACC68) and supporting documents for all Flying Training Awards must be received in digital form, (one PDF file), no later than September 30th at the National Office of the Air Cadet League of Canada, via email to leaguehq@aircadetleague.com.

The email should be titled beginning with Flying Training Awards followed by your name such as "Flying Training Awards_ JONES_Fred"

- A statement of approximately 300 words outlining your career goals and objectives. Explain why you are interested in pursuing your flying and/or a possible career in aviation.
- Must have successfully completed the Power Pilot Scholarship Course for the CFTA;
- Must have successfully completed the Glider Scholarship Course or the Power Pilot Scholarship Course for the PTAA;
- Must hold a current Transport Canada Private Pilot License or Glider Pilot License;
- A copy of the most recently available Transcript of Marks from either the High School, or copy of Secondary V from the Ministry of Education for Québec Cadets;
- Must be recommended by their flight instructor or RCA Ops O, their squadron Commanding Officer and Sponsoring Committee Chair;
- Must be a cadet on September 30th during the year of application;
- The National Air Cadet Scholarships and Awards Committee will consider all eligible candidates. The Chairperson of the Committee will declare the name of the recipients. Decisions of the committee will be considered final;
- Award recipients will be announced at the Semi-Annual Meeting of the Air Cadet League in the fall. Following the announcement, the recipient will be requested to provide a photograph or digital image (in uniform) for purposes of publicity. The recipient also agrees to allow their application to be shared with the scholarship sponsor;
- Funds for the Continuation Flying Awards (CFTA) will be distributed, in the cadet's name, to the flight school where the cadet will complete their flying time. Funds must be used by October 31 of the following year;
- The Pilot Training Achievement Awards (PTAA) winners will be presented with a cheque at an appropriate time determined by the Chair of the Provincial Air Cadet League and the Squadron Sponsoring Committee Chair.

2.5 National Post-Secondary Education Scholarships

Post-Secondary Education Scholarships are provided by donors and administered by the ACL National Air Cadet Scholarships and Awards Committee who will consider all eligible candidates.

2.5.1 The listing of the available scholarship should be listed in the ACL Web site ONLY, it can change at the last minute.

2.5.2 Criteria

- Eligibility
 - Scholarships are open to students who are entering or pursuing their post-secondary education, and who are members of the Royal Canadian Air Cadets on April 1st.
 - Scholarships are also open to past cadets entering their first year in post-secondary education who aged out of cadets because they reached 19 between April 2nd of the previous year of application and April 1st, of the year of application.
- Scholarships are awarded based on school scholastic achievement, combined with outstanding performance as an Air Cadet, community involvement, and donor's requirements.
- The names and number of scholarships will be confirmed at a later date.
- Some scholarships are offered to all cadets while some are restricted to cadets that will be studying in a specific field (e.g. Engineering, Science, Vocational, Aviation, Aerospace and others). Other scholarships are offered to cadets that belong to specific communities, such as aboriginal or visible minorities, or who meet other requirements, as stipulated by the donors.
- Applicants that will still be in cadets on April 1st, of application year, must be graduating from the secondary school system (or equivalent), or already be registered at a university, college, CEGEP, technical institute or vocational program, of any Province or Territory, in the training year of application, and who are entering directly or continuing into a full program of studies at a fully-accredited post-secondary education facility (university, college, CEGEP, technical institute or vocational program), where the program undertaken leads to a degree, diploma, or professional or technical qualification;
- Applicants that will age out of cadets because they reached 19 between April 2nd of previous year of application and April 1st of the year of application must be graduating from the secondary school system (or equivalent), of any Province or Territory, in the training year of application, and who are entering directly into a full program of studies at a fully-accredited post-secondary education facility (university, college, CEGEP, technical institute or vocational program), where the program undertaken leads to a degree, diploma, or professional or technical qualification;
- The National Air Cadet Scholarship and Awards Committee (NACSAC) will consider all eligible candidates. The decisions of the committee will be considered final;
- The Chairperson of the Committee will announce the names of the recipients at either our Virtual National Education Scholarships & Awards Ceremony or at the Annual General Meeting of the Air Cadet League of Canada.

- The NACSAC reserves the right to withhold the award of any of the scholarships where the academic standing of candidates is not sufficiently high;
- In any given training year, a cadet will be limited to one monetary ACL award (CFTA) or Post-Secondary Scholarship.
- Payment to the Education Institution towards tuition will be sent as soon as all requirements have been satisfied.
- Following selection, the recipient may be required to provide a photograph or digital image (in uniform) for publicity purposes.
- Cadets will receive a T4A income tax form

2.5.3 Procedure

- Application form (ACC64EN) and supporting documents for all National Education Scholarships must be received in digital form, (one PDF file), no later than April 1st, of year of application at the National Office of the Air Cadet League of Canada, leaguehq@aircadetleague.com.
- The email and pdf file should be titled, beginning with your surname, first name Education Scholarships Year such as: Jones Fred National Education Scholarships year of application;
- A statement of approximately 300 words outlining your career goals and objectives. Explain why you wish to attend the institution you have chosen, and what benefits you will gain from post-secondary education;
- A letter of recommendation from your Squadron's Commanding Officer is required including a paragraph confirming that the information on the cadet application form are correct ;
- A letter of support from the Chairperson of your Squadron's Sponsoring Committee is required;
- Any other recommendations will be considered. i.e. School Principal, Department Head, or Counselor;
- A copy of the most recently available Transcript of Marks from either the High School, or from the Ministry of Education. For Quebec Cadets - Secondary 5 Transcript is the only required including for those applicants already in post-secondary.
- A scholarship will not be awarded until that such confirmation of proof of acceptance and registration at the selected post-secondary education facility has been received. In this regard, it should be noted that such proof is not required at the time of application, but that it will be required from the selected recipients as soon as possible after that determination has been made;

- The educational portion of the evaluation will be based on High School or Secondary V latest marks even if you are already at your first or second year of post-secondary education. The latest marks in the core subjects (Languages, Mathematics, Science, and Social Science) areas must be included on the transcript.

2.6 Effective Speaking Competition Pins

Effective Speaking Competition Pins will be awarded to each Cadet participating in a formal Effective Speaking Competition at the Zone/Wing, Region, Provincial, and National Levels. CAF has approved the wearing of these pins on the Air Cadet Uniform.

Only the participants for each level of competition, Zone/Wing (Bronze), Provincial (Silver), and National (Gold), shall be authorized to wear the awarded Pin.

Effective Speaking Competition Pins will be awarded to participants for each Level of Competition by the Air Cadet League of Canada at no cost to Cadets.

An Air Cadet who has participated in the Air Cadet League of Canada Effective Speaking Competition in the past years, either at the Zone//Wing, Provincial, or National Level and who is still an active member as a Cadet, is also authorized to wear the Effective Speaking Competition Pin on his/her uniform. These pins shall also be provided by the Air Cadet League of Canada at no cost to the Cadets.

2.6.1 Procedure

The National Effective Speaking Committee will obtain Effective Speaking Competition Pins from Air Cadet League Headquarters.

Provincial Effective Speaking Coordinators will obtain and distribute Effective Speaking Competition Pins to Local and Provincial Effective Speaking Competition organizers.

Cadets eligible for Effective Speaking Competition Pins will be awarded their Pin immediately following the Competition.

Cadets awarded Effective Speaking Pins will wear them in accordance with CATO 55- 04, Annex F, Appendix 5.

2.7 Provincial Committee Awards

Air Cadet League Provincial Committees may make any Awards they deem appropriate to Cadets in the Air Cadet Movement and to others.

2.8 Cadet Award for Bravery

The Cadet Award for Bravery may be awarded by the Canadian Forces to Cadets who perform outstanding deeds of valour involving risk of their own lives in saving the lives or property of others.

2.8.1 Procedure

The recommendation shall be initiated by the Air Cadet Squadron Commanding Officer, and forwarded by the Sponsoring Committee through their Provincial Committee to League Headquarters. Comments by the Provincial Committee will be sent with the recommendation to League Headquarters.

The decision of the Executive Committee of the League will be forwarded to National Defence Headquarters where the recommendations will be considered by the Canadian Cadet Movement (CCM), National Honours and Awards Committee before presentation for final approval by the Chief of the Defence Staff.

It is essential that as soon as an outstanding deed of valour by an Air Cadet is recognized, the Air Cadet Squadron Commanding Officer initiate the recommendation for an award without delay. Similarly, those concerned with the processing of the recommendation should ensure that unnecessary delay in handling does not occur.

Official approval of awards shall be promulgated in Command Cadet Bulletins.

2.8.2 Guidelines

Wearing of Award. The medal shall be worn suspended from the right breast pocket of the jacket. The medal shall be worn while in uniform on ceremonial occasions only. The ribbon shall be centered immediately above the right breast pocket of the jacket or shirt. For females wearing the short-sleeve shirt, the ribbon will be worn 11.5 cm from the shoulder seam to the top edge of the ribbon and centered between the edge of the shirt closure and the arm seam. The medal and ribbon shall not be worn on any uniform other than that duly authorized for Air Cadets.

2.9 Lord Strathcona Medal

The LSM medal or Ribbon shall be worn immediately above the right breast pocket of the uniform, centrally over and immediately above the top line of the right breast pocket. The Medal shall be worn for ceremonial occasions only; on all other occasions the Ribbon only shall be worn.

2.9.1 Procedure

Each Air Cadet Squadron may award one Medal in each training year, but the award of the Medal is to be based solely on the availability of a worthy candidate. Awarding the LSM annually is not mandatory and should not be a matter of custom for a particular appointment or by seniority alone.

The Squadron Commanding Officer determines whether a LSM should be awarded each year, but he is encouraged to seek the recommendations of the Squadron Sponsoring Committee. The LSM is provided through the Area Cadet Officer and is presented by the Reviewing Officer at the squadron's annual ceremonial review.

2.9.2 Guidelines

The LSM medal or Ribbon shall be worn immediately above the right breast pocket of the uniform, centrally over and immediately above the top line of the right breast pocket. The Medal shall be worn for ceremonial occasions only; on all other occasions the Ribbon only shall be worn.

2.10 Royal Canadian Legion Cadet Medal of Excellence

The Royal Canadian Legion Cadet Medal of Excellence (RCLCME) recognizes individual endeavours of a citizenship nature, which meet or enhance the aims and objectives of the Cadet organizations. It is wholly sponsored and awarded by the Royal Canadian Legion.

2.10.1 Procedure

Each Air Cadet Squadron may award one RCLCME each training year, provided a worthy candidate is available. The main theme in awarding the RCLCME is to emphasize the citizenship aspects of the Cadet program.

The Squadron Commanding Officer is the approving authority for the award of the medal, but he is encouraged to seek the active participation of the local Legion authorities and the recommendations of the Squadron Sponsoring Committee. The RCLCME will normally be presented by a suitable Legion representative at the Squadron's annual ceremonial review.

2.10.2 Guidelines

The RCLCME Medal or Ribbon shall be worn on the pocket of the uniform centrally over and the right breast pocket. The Medal shall be worn for ceremonial occasions, and the Ribbon only for all other occasions.

2.11 Air Force Association of Canada Medal

The Air Force Association of Canada (AFAC) medal is presented to Air Cadets for excellence demonstrated on the Glider Pilot Scholarship (GPS) and Power Pilot Scholarship (PPS). One medal shall be awarded to the top cadet, male or female, on both the GPS and PPS in each of the five regions. Selection will be based on overall achievement on the course, leadership qualities, dress and deportment, motivation and cooperation with others.

2.11.1 Procedure

Each Regional School Commanding Officer shall form two selection committees comprised of members of his/her staff: one for GPS and one for the PPS. The Commanding Officer shall make sure the selection process is known by all, is transparent and auditable to ensure the most deserving cadets are selected to receive the medal.

2.11.2 Guidelines

An AFAC representative shall present the medals to the recipients at the graduation parades. If an AFAC representative is not present, the Reviewing Officer shall present the medals. If the medal cannot be presented at the CSTC, then the Award is to be made by an AFAC Member or failing that an ACLC Member at the Recipient's home squadron. This should be undertaken as early as possible at the start of the training year.

A cadet can be eligible to win both medals for both the GPS and PPS in subsequent years. In the event of a cadet winning a second medal, an AFAC medal with a silver- coloured maple leaf clasp affixed in the middle and center of the medal and the ribbon shall be awarded to the second-time medal recipient.

The AFAC Medal or Ribbon shall be worn immediately above the right breast pocket of the uniform, centrally over and immediately above the top line of the right breast pocket. The Medal shall be worn for ceremonial occasions, and the Ribbon only for all other occasions. For additional information, refer to CATO 52-08 Air Force Association of Canada Medal.

2.12 Army, Navy and Air Force Veterans Medal of Merit

The Army, Navy and Air Force Veterans in Canada (ANAVETS), as a legacy to its desire to promote excellence and awareness of the Canadian Cadet Organization has established the ANAVETS Cadet Medal of Merit.

2.12.1 Procedure

One medal shall be awarded at each CSTC to the top cadet, male and female, for each of the following courses:

- Advance Aviation Technology Course – Airport Operations
- Advanced Aviation Technology Course – Aircraft Maintenance
- Advanced Aerospace Course
- Leadership and Ceremonial Instructor Course
- Fitness and Sports Instructor Course
- Survival Instructor Course
- Air Rifle Marksmanship Instructor Course
- Music Levels 4-5 Courses
- Pipes and Drums Levels 4-5 Course

The selection of the recipients shall be based on the following criteria:

- Overall achievement
- Leadership qualities
- Instructional abilities
- Dress, deportment, and motivation
- Cooperation with others

Details of the selection procedure are outlined in CATO 13-16 Annex F.

2.12.2 Guidelines

A cadet having already received the ANAVETS Cadet Medal of Merit may also, in subsequent years be the best cadet on other courses for which the medal is awarded. For second time medal recipients, a silver-coloured maple leaf clasp shall be affixed in the middle and centre of the medal and ribbon. For third time medal recipients a gold-coloured maple leaf class shall be affixed in the middle and center of the medal and ribbon.

2.12.3 Wearing of Award

The medal shall be immediately above the right breast pocket of the jacket. The medal shall be worn while in uniform on ceremonial occasions only. The ribbon shall be centered immediately above the right breast pocket of the jacket or shirt. For females wearing the short-sleeve shirt, the ribbon will be worn 11.5 cm from the shoulder seam to the top edge of the ribbon and centered between the edge of the shirt closure and the arm seam. The medal and ribbon shall not be worn on any uniform other than that duly authorized for Air Cadets.

2.13 Cadet Certificate of Commendation

The Cadet Certificate of Commendation may be awarded by the Canadian Forces to an Air Cadet for outstanding gallantry in saving lives or property of others.

2.13.1 Procedure

Procedure for recommendation and approval for the Cadet Certificate of Commendation shall be the same as prescribed for the [Cadet Award for Bravery](#).

2.14 Royal Canadian Humane Association Medal

The Royal Canadian Humane Association (RCHA) Silver and Bronze Medals are awarded for gallantry in saving or trying to save life. The Silver Medal is awarded for acts more gallant than those for which the Bronze Medal is awarded.

2.14.1 Procedure

A recommendation that a Cadet Instructor, Civilian Instructor or Cadet be awarded a Royal Canadian Humane Association Medal must be made within two months of the gallant act. The Association requires that a recommendation for an award be made on a special declaration Form. That Form, and other supporting documents required, may be obtained from the Association or through the CF. See also the RCHA web site www.canadabraveryawards.com.

2.15 Duke of Edinburgh Award

The Duke of Edinburgh Award in Canada has been selected as an optional subject by a number of Squadrons. Involvement at the local level should be encouraged. The program encourages young people to make the best use of their leisure time both actively and creatively, and provides opportunities for challenges to be met and awards to be earned.

2.15.1 Procedure

The Duke of Edinburgh Award is designed in such a way as not to burden the Air Cadet Squadron with another complete training syllabus. The Award fits almost completely into regular Squadron training if that Squadron has a versatile training program. More detailed information on the Duke of Edinburgh Award Program is available at <http://www.dukeofed.org/Award.htm>.

2.15.2 Guidelines

Air Cadets who have been awarded the Duke of Edinburgh Award may wear the appropriate badge on their uniform in accordance with CATO 55-04, ANNEX D, Appendix 12. Badges are supplied by the Duke of Edinburgh Office.

2.16 Canadian Airport Council (CAC) Awards

Two CAC awards of \$500.00 each are presented annually to top cadet and most improved cadet in the Advanced Aviation Course (AATC) – Airport Operations

2.16.1 Criteria

Awarded to the Cadet who achieved the highest academic achievement and the cadet who demonstrated the most improvement in the AATC – Airport Operations summer course.

2.16.2 Procedure

National Office forwards an invoice to the designated contact at CAC, and the presentation of these monetary awards is made at AATC-Airport Operations Cadet Summer Training Course (CSTC) Graduation Ceremony by a representative of the League and, where feasible, by a representative of CAC. The Cadet recipient is then contacted by the National Office and requested to send a thank you note to the CAC contact person.

2.17 NAV Canada Awards

Two NAV Canada awards of \$500.00 each are presented annually to cadets with the highest academic achievement in the Navigation section of the AATC.

2.17.1 Criteria

One is awarded to the cadet with the highest academic achievement in the Navigation Section of the course and the other is awarded to the cadet with the highest academic achievement in the ATC and Services Section of the course as determined by the course instructors.

2.17.2 Procedure

National Office forwards an invoice to the designated contact at NAVCANADA and the presentation of these monetary awards are made at ATTC-Airport Operations Cadet summer training Course (CSTC) Graduation Ceremony by a representative of the League and, where feasible, by a representative of NAVCANADA. The Cadet recipient is then contacted by the National Office and requested to send a thank you note to the NAVCANADA contact person.

2.18 Dominion of Canada Rifle Association Awards

The National Cadet Small bore/Air Rifle Championship is an authorized Cadet training activity conducted under the auspices of the CF. The Dominion of Canada Rifle Association (DCRA) will provide the technical expertise to conduct the matches. The Air Cadet League of Canada will present a \$200 cheque to the second-place finisher and a \$100 cheque for third place.

2.18.1 Procedure

All Sea Cadet Corps, Army Cadet Corps, and Air Cadet Squadrons may enter a team in this annual competition. The Cadet Unit team which places first in Provincial / Territorial competitions will be selected to represent each Province and the Territories at the national competition which takes place in Ottawa during March/April. DCRA will provide a Match Director and is responsible for the scoring and results. The CJCR and DCRA will co-host the Awards.

2.19 Colonel Robert Perron Fitness Award

The Colonel Robert Perron Fitness Award (hereafter called the Colonel Perron Award) recognizes outstanding achievement in physical fitness. This National Award will be presented annually to the Cadet who attains the highest physical fitness test score. Cadets from the Army, Navy and Air elements are eligible to apply for this Award.

2.19.1 Procedure

Air Cadets who wish to apply for this Award should contact their Commanding Officer or Training Officer, who will provide pertinent information about the Award and, where applicable, arrange for the Cadet to be tested in accordance with established guidelines.

2.20 National Marksmanship with a plaque and \$200

2.21 National Biathlon with a plaque and \$200

PART 3 - FORMS

3.1.1

ACC56	APPLICATION FOR THE AIR CADET SERVICE MEDAL (CURRENTLY SERVING)
ACC57	APPLICATION FOR THE AIR CADET SERVICE MEDAL (FORMER AIR CADETS)
ACC58	ANNUAL MUSIC AWARDS FOR EXCELLENCE
ACC62	ROYAL CANADIAN LEGION CADET OF THE YEAR
ACC62-1	RCL CADET OF THE YEAR EVALUATION FORM
ACC63	AIR CADET LEAGUE LONG SERVICE MEDAL
ACC64	POST-SECONDARY SCHOLARSHIPS APPLICATION
ACC68	CONTINUATION FLYING TRAINING AWARD APPLICATION

PART 4 - REFERENCES