



Air Cadet League of Canada  
National Scholarships & Awards  
Handbook  
2024-2025

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# INTRODUCTION

This handbook is produced under the authority of the Chair of the National Scholarships and Awards Committee. It provides a list of available cadet 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)
- CJCRC Gp Honours and Recognition Manual

For instructions on wearing of medals, please refer to [canada.ca](http://canada.ca) website and search for CATO (Cadet Administrative and Training Orders) 13-16.

# SCHOLARSHIPS & AWARDS

## AIR CADET SERVICE MEDAL (AIRCSM)

### 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.

### Criteria

**Serving Cadets** must have successfully completed four years of service 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. If a cadet was an Army Cadet, Sea Cadet, or Junior Canadian Ranger prior to joining the Air Cadet Program, the years of prior service are transferable.

**Former Cadets** who have successfully completed four years of service may apply to the National Office for this Award by providing supporting documentation which could include a letter (on squadron letterhead) signed by the current CO confirming the length of service, or other appropriate documentation to confirm the applicant's length of service. If a former cadet was an Army Cadet, Sea Cadet, or Junior Canadian Ranger prior to joining the Air Cadet Program, the prior years of service are transferable.

### Procedure

For Serving Cadets:

- The application form [ACC56](#), available on our website, 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. Please contact your ACL representative or visit our website for the address and contact details of each provincial/territorial committee. <https://aircadetleague.com/contact-us/>

The medals will be ordered by the Provincial/Territorial Committee to NJMS Medal Inc ([nathalie.njms@hotmail.com](mailto:nathalie.njms@hotmail.com)). 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 and Replacement Medal:

- No Medal shall be issued without supporting proof of service.
- 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](#) , available on our website and supporting documents are to be sent for verification, approval, and fulfillment to the Provincial/Territorial Committee P/TC. Once the request has been received and verified by the P/TC, the former cadet shall be advised of the total price, including taxes and shipping cost.
- The procedure for ordering a replacement medal (former or current cadet) is the same as for former cadets.

## **Wearing of the Medal**

Consult [Cadets and Junior Canadian Rangers Group \(CJCR Gp\) Dress Instructions - Canada.ca](#) for information on wearing the medal.

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 ribbon.

# EFFECTIVE SPEAKING COMPETITION PINS

## Description

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

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

Effective Speaking Competition Pins will be awarded to participants by the Air Cadet League of Canada. These pins shall be provided by the Air Cadet League of Canada at no cost to the Cadets.

An Air Cadet who has participated in the Air Cadet League of Canada Effective Speaking Competition in the past years, either at the Squadron/Zone//Wing/ Region, Provincial/ Territorial, 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.

## Criteria

Any enrolled cadet may participate.

## Procedure

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

Provincial / Territorial Effective Speaking Coordinators or P/TC will obtain (through the ACL Headquarters) 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.

## Wearing of the Pin

Consult [Cadets and Junior Canadian Rangers Group \(CJCR Gp\) Dress Instructions - Canada.ca](https://www.cadets.ca/cadets-and-junior-canadian-rangers-group-cjcr-gp-dress-instructions-canada-ca) for information on wearing the pin.

# MUSIC AWARDS FOR EXCELLENCE

## Description

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, one each to an outstanding:

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

## 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 community service and 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 or Military Band by the date of nomination;
- Achieved music level 4 or 5.

## Procedure

- Music Awards Application Form [ACC58](#) and supporting documents for Air Cadet League of Canada Annual Music Awards must be received no later than September 30<sup>th</sup>. Once the cadet submits the application form, the CO will receive a unique link by email to confirm / complete information. When this part is completed by the CO, the SSC Chair will receive a unique link. Upon receipt of the SSC recommendation, the process is complete.
- Cadet must provide a statement of approximately 300 words outlining career goals and aspirations;
- The applicant is required to submit a video recording and the music sheets of two pieces of music.

The National Air Cadet Scholarships and Awards Committee, in conjunction with the National Music Committee, will consider all eligible candidates. The Chairperson of the Committee will announce the names of the award recipients at the Semi-Annual Meeting of the Air Cadet League in late Fall.

Following the announcement, the winners will be asked to provide a photograph or digital image (in uniform) for publicity.

Recipients of the Air Cadet League of Canada Annual Music Awards will be presented with a certificate, watch from the ACL, and financial award from our sponsor at an appropriate time determined by the Chair of the Provincial / Territorial Air Cadet League and the Squadron Sponsoring Committee Chair. Award funds will be sent electronically to the recipient.

**CHECK INFORMATION TO ENSURE ALL REQUIRED INFORMATION AND REFERENCE LETTERS ARE INCLUDED AND CORRECT. THE COMMITTEE WILL ONLY REVIEW INFORMATION RECEIVED.**



# ROYAL CANADIAN LEGION AIR CADET OF THE YEAR AWARD

## Description

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 RCL 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 in Ottawa. It is particularly important that the cadet selected by the Provincial /Territorial Committee be an excellent ambassador for the Air Cadet Organization.

## Criteria

Completed application form; [\(ACC62\)](#) must be returned to the Provincial / Territorial Committee by March 1<sup>st</sup> 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/Territorial 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.

## 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 following schedule:

2025 SASKATCHEWAN  
2026 MANITOBA  
2027 NEWFOUNDLAND & LABRADOR  
2028 PRINCE EDWARD ISLAND  
2029 BRITISH COLUMBIA  
2030 ONTARIO

2031 NEW BRUNSWICK  
2032 PAN TERRITORIES  
2033 ALBERTA  
2034 QUEBEC & OTTAWA VALLEY  
2035 NOVA SCOTIA

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 with the criteria established 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 1<sup>st</sup>;

The 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 has 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 approval of the selection will be confirmed to the Provincial/Territorial Committee before May 1st. Should the Provincial/Territorial Committee be unable to provide a suitable candidate, the National Air Cadet Scholarship and Awards Committee will select an alternate candidate. 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 Virtual National Scholarships & Awards Ceremony or at the Annual General Meeting of the Air Cadet League of Canada.

The RCL will contact the Cadet in September of each year and advise/explain to the selected Cadet, the particulars of the Award. The RCL will arrange for the transportation and accommodations of the Cadet and one parent or guardian to Ottawa for the National Remembrance Day Ceremonies. The Cadet will participate in other events and visits while in Ottawa. The cadet will receive a monetary award (\$1,000) to help with the costs of pursuing post-secondary education. The recipient will also be presented a certificate by the ACL and \$1,000.

# FLYING AWARDS

The Air Cadet League of Canada and its Generous Donors are pleased to offer Flying Training Awards to deserving cadets. The list of donors is available on the National Air Cadet League Web Site under [Donate Now/ Sponsors and Donors](#).

## Description

### Continuation Flying Training Award (CFTA)

The purpose of the Continuation Flying Training Awards offered is to provide cadets who have successfully completed the Power Pilot Training Course the opportunity to continue to accumulate flight time. The awards range from \$1,000 to \$2,500 each.

In any given calendar year, a cadet will be limited to one monetary ACL award (CFTA) or Post-Secondary Scholarship. A CFTA, if not started, may be transferred to an educational scholarship on request of the cadet and approval by the Donor and National Scholarship and Awards Committee.

### 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 awards average \$300 in value.

Awards for both the CFTA and PTAA will be given to the highest achievers on Transport Canada assessments combined with High School marks, community, service, and performance as an Air Cadet. Power Pilot Training Course graduates applying will qualify for both the CFTA and the PTAA. The Glider Pilot Training Course graduates applying will qualify for the PTAA only.

## Criteria

Cadets must meet all the following conditions of eligibility:

- Must complete the Flying Training Awards Application Form [ACC68](#)
- Must include statement of approximately 300 words outlining your career goals and aspirations.
- Must have successfully completed the Power Pilot Training Course in the year of application for the CFTA; or
- Must have successfully completed the Power Pilot or Glider Training Course in the year of application for the PTAA;
- Must hold a current Transport Canada Private Pilot or Glider Pilot Licence;

- Must be recommended by their Squadron Commanding Officer (CO) and Squadron Sponsoring Committee (SSC) Chair.
- Must be a cadet on September 30<sup>th</sup> during the year of application.

## Procedure

Applications and supporting documents for all Flying Training Awards must be received no later than September 30<sup>th</sup>. Once the cadet submits the application form, the CO will receive a unique link by email to confirm / complete information. When this part is completed by the CO, the SSC Chair will receive a unique link. Upon receipt of the SSC recommendation, the process is complete.

**CHECK INFORMATION TO ENSURE ALL REQUIRED INFORMATION AND REFERENCE LETTERS ARE INCLUDED AND CORRECT. THE COMMITTEE WILL ONLY REVIEW INFORMATION RECEIVED.**

The National Air Cadet Scholarships and Awards Committee will consider all eligible candidates. The Chairperson of the Committee will announce the names of the award recipients at the Semi-Annual Meeting of the Air Cadet League in the fall. Decisions of the committee will be considered final.

Following the announcement, the recipient will be requested to provide a photograph or digital image (in uniform) for purposes of publicity.

Continuation Flying Awards winners will be presented with a certificate at an appropriate time determined by the Chair of the Provincial / Territorial Air Cadet League and the Squadron Sponsoring Committee Chair. Funds for the Continuation Flying Awards will be distributed, in the cadet's name, to the flight school where the cadet will complete their flying time.

Pilot Training Achievement Awards winners will be presented with a certificate at an appropriate time determined by the Chair of the Provincial / Territorial Air Cadet League and the Squadron Sponsoring Committee Chair. Award funds will be sent electronically to the winner.

## How will ACL track unused/returned funds?

**For CFTA scholarships, winners should note information provided to flying schools:**

A CFTA will be applied towards the recipient's flight training/building flying hours or tuition fees in an aerospace-related academic program. The deadline to use these funds is December 31<sup>st</sup>

of the following year or when they reach their 19th birthday (whichever comes first). We may call your office to check-in on the recipients' training from time to time.

The flying school is responsible for returning any unused funds to the Air Cadet League of Canada, along with a summary of costs and the training provided to the recipients following the completion of training or by 31 January (whichever comes first).

**For CFTA Winners:**

Air Cadet League of Canada (ACL) Administration will contact the flying schools in February (to do a follow-up). A cadet may request an extension of the date for using the funds. This request must be made in writing and sent to [awards@aircadetleague.com](mailto:awards@aircadetleague.com) and must be approved by the Scholarships and Awards Committee. A cadet may not make a request to extend the date more than once. When funds are returned to us, they are deposited in the general cadet awards account.

# NATIONAL POST-SECONDARY EDUCATION SCHOLARSHIPS

## Description

Post-Secondary Education Scholarships are provided by donors and administered by the Air Cadet League National Air Cadet Scholarships and Awards (NACSAC) Committee. All eligible candidates will be considered.

The Air Cadet League of Canada wishes to express its thanks to the many donors that make these awards possible. The list of donors is available on the National Air Cadet League Web Site under [Donate Now/Sponsors and Donors](#)

## Criteria

- 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 1<sup>st</sup>.
- **Applicants** 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.
- 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 2<sup>nd</sup> of the previous year and April 1<sup>st</sup> of the current year.
- Scholarships are awarded based on scholastic achievement, combined with outstanding performance as an Air Cadet, community involvement, and donor's requirements.
- 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. 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 required. Core subjects (Languages, Mathematics, Science, and Social Science) areas must be included on the transcript.
- 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 who meet other requirements, as stipulated by the donors.

The National Air Cadet Scholarship and Awards Committee (NACSAC) will consider all eligible candidates. The decisions of the committee will be considered final. Payment to the Education Institution towards tuition will be sent as soon as all requirements have been satisfied.

The Chairperson of the Committee will announce the names of the recipients at either our Virtual National Scholarships & Awards Ceremony or at the Annual General Meeting of the Air Cadet League of Canada.

Following selection, the recipient may be requested to provide a photograph or digital image (in uniform) for publicity purposes.

Note:

- The NACSAC reserves the right to withhold the award of any of the scholarships where the academic standing of candidates is not sufficiently high or in the case of a program of study change where program was a requirement for the award.
- Cadets will receive a T4A income tax form.
- Only one National ACL Flying monetary Award or educational scholarship will be granted to a cadet in any given training year.

**CHECK INFORMATION TO ENSURE ALL REQUIRED INFORMATION AND REFERENCE LETTERS ARE INCLUDED AND CORRECT. THE COMMITTEE WILL ONLY REVIEW INFORMATION AS PROVIDED.**

## **Procedure**

- Application form [ACC64](#) and supporting documents for all National Education Scholarships must be received, no later than April 1<sup>st</sup> at the National Office of the Air Cadet League of Canada.
- Include a statement of approximately 300 words outlining your career goals and aspirations. Explain why you wish to attend the institution you have chosen, and what benefits you will gain from post-secondary education.
- Once the cadet submits the application form, the CO will receive a unique link by email to confirm / complete the information and provide a letter of reference. When this part is completed by the CO, the SSC Chair will also receive a unique link. Upon receipt of the SSC Chair's recommendation and recommendation letter, the process is complete. A confirmation email will be sent to the cadet, the CO, and SSC Chair.
- A letter of recommendation from your Squadron's Commanding Officer is required. A copy of the application in pdf format will automatically be sent to the Squadron Commander once the cadet has submitted it. We are asking the Commanding Officer to write a letter of recommendation **including a statement** to confirm that the cadet's information is accurate. This letter must be uploaded while reviewing the application. The letter should be named according to the candidate's name as follows:

**LastName\_FirstName\_CO\_Recommendation and Confirmation Letter\_NationalPost-Secondary Scholarships\_Year.**

- A letter of support from the Chairperson of the Squadron' Sponsoring Committee is required. A copy of the application in pdf format will automatically be sent to the Squadron's Sponsoring Committee Chair once the CO has submitted it. We are asking the Squadron Sponsoring Committee Chair to write a letter of recommendation. This letter must be uploaded while reviewing the application. The letter should be named according to the candidate's name as follows:

**LastName\_FirstName\_SSC\_Recommendation and Confirmation Letter\_NationalPost-SecondaryScholarships\_Year.**

- Any other recommendations will be considered. i.e. school principal, department head, or counselor;

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;

There are in the market place many companies, foundations, institutions that offer post-secondary scholarships. We encourage you to apply to those scholarships in addition to the ones offered by The Air Cadet League of Canada. The best way to get information concerning scholarships is by doing a Google search and contacting your school career counselor.

**If you have any questions, please contact the Air cadet league of Canada by email at:**  
[awards@aircadetleague.com](mailto:awards@aircadetleague.com)

## **How will ACL track unused/returned funds?**

Educational scholarships are paid directly to the institution and will not be transferred until proof of acceptance and registration at the educational facility and the institution has signed the letter of agreement. It is up to the winner to obtain this information from the institution and have it forwarded to ACL HQ at [awards@aircadetleague.com](mailto:awards@aircadetleague.com)

Air Cadet League of Canada (ACL) Administration may contact the educational institutions in September (to do a follow-up. A cadet may request a revision to the scholarship. This request must be made in writing and sent to [awards@aircadetleague.com](mailto:awards@aircadetleague.com) and must be approved by the Scholarships and Awards Committee.



## **PROVINCIAL / TERRITORIAL COMMITTEE AWARDS**

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

## **NATIONAL CADET HONOURS AND AWARDS MANAGED BY CJCR GP**

Go on [canada.ca](http://canada.ca) website and search for **CATO 13-16** to find information about National Cadet Honours and Awards.

### **Cadet Award for Bravery**

The Cadet Award of Bravery may be awarded to a cadet who performs an outstanding deed of valour involving risk of life in attempting to save the life or property of others.

### **Commander CJCR Gp Commendation**

The Commander CJCR Gp Commendation may be awarded to a cadet for outstanding deeds or support of the Canadian Cadet Organizations.

### **Army, Navy, and Air Force Veterans in Canada 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 (CCO), has established the Army, Navy, and Air Force Veterans in Canada Cadet Medal of Merit (ANAVETS Cadet Medal of Merit).

One medal shall be awarded to the top cadet in each serial of eligible Cadet Training Centre (CTC) courses. The list of courses will be promulgated in the annual Operation Plan.

### **Royal Canadian Air Force Association Medal [CATO52-08](#)**

The Royal Canadian Air Force Association has established annual awards to be presented to Air cadets for excellence demonstrated on the Glider Pilot Training Course (GPTC) and the Power Pilot Training Course (PPTC)

### **Lord Strathcona Medal- [5027-4 The Lord Strathcona Medal - Canada.ca](#)**

The Lord Strathcona Medal is one of the highest awards which can be bestowed upon a cadet/JCR. It is awarded annually to cadets/JCRs to recognize exemplary performance in physical training as well as their service, performance, example, and excellence as a cadet/JCR.

### **Royal Canadian Legion Cadet Medal of Excellence**

The Royal Canadian Legion (RCL) Cadet Medal of Excellence is awarded in recognition for individual endeavours in citizenship that meet or enhance the aims and objectives of the cadet movement.

## **Canada Company Youth Excellence Award**

The aim this program is to recognize cadets and JCRs who exemplify attributes of leadership and leadership and citizenship and are motivated to pursue post-secondary education, vocation, or other learning opportunities.

## **Order of St. George Medal**

The Order of St. George medal recognizes a staff cadet who distinguishes themselves in their performance as one of the top staff cadets at a summer training activity.

## **NOT SUPPORTED AT THIS TIME**

### **The Colonel-Robert-Perron Award**

- Under Review.

### **Duke of Edinburgh Award**

- [CANCDTGEN 019/23 - Canada.ca](#)

### **Dominion of Canada Rifle Association Awards**

### **National Marksmanship**

- National mail in of targets possible

### **National Biathlon**

## Forms

Locate at Air Cadet League of Canada website, Awards and Scholarships for Cadets

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