HOW TO BECOME A TEXAS WING CAP PILOT

Becoming a CAP pilot is not difficult, but does require dedication and you **must be 17 or older.**

Here are basic steps to become qualified as a CAP pilot

1. **Join the Civil Air Patrol** and get your CAP ID card.

2. Register with **CAP eServices** if you have not already done so, and complete your Statement of Understanding (https://www.capnhq.gov). CAP eServices is your gateway to most all information that you will need to access in the future such as Aircraft Scheduling, Aircraft Discrepancy Log etc. Spend some time and become familiar with it at this point. After you have registered with CAP eServices and you are logged in you can download the *Statement of Understanding* by selecting the **"CAP Pubs and Forms"** hyperlink on the left side of the screen, and then selecting **"CAP Pilot"** on the CAP website. You will find the form, along with a multitude of others you will need here.

3. Ask your **Squadron Commander** to add you to the squadron email list.

4. Completed CAP Professional Development Level 1: Foundations New members cannot wear the CAP uniform until Level 1 is completed, and since you must be in Uniform to fly this requirement is mandatory!

5. Contact your unit's Operations Officer (Ops Officer) or Standardization and Evaluations (Stan/Eval or DOV) Officer to express your desire to become a CAP pilot, you will be advised to proceed with steps tracking very closely to the following to qualify as a CAP pilot.

6. Obtain a current copy of CAPR 70-1, *CAP Flight Management.* Study it and become very familiar with it. CAPR 70-1 can be downloaded from the NHQ web site and you will be expected to have a copy of CAPR 70-1 the day of your check ride (Paper or Electronic). CAPR 70-1 (and any existing supplements) can be found by logging in to your CAP eServices account, by selecting the "**CAP Stan/Eval"** hyperlink on the left side of the screen.

7. Get a CAP approved flying uniform. It is hot in TEXAS in the summer time, so a Blue CAP polo shirt with grey pants is recommended. Review CAP M39-1 for Uniform regulations. This document is at http://www.capmembers.com/forms_publications__regulations/indexes-regulations-and-manuals-1700/

8. **View the Aircraft Ground Handling Video (link below).** Biennially (every second year) all CAP pilots will review the Aircraft Ground Handling Video and take the test. It can be accessed through a link below or on the main eService's page on the left side of the page under Favorites. Ground Handling

9. Review the FAA Regulations. In order to make yourself fully prepared for a review of the regulations (Part 61 & 91), airspace, charts, local procedures, etc. Part 61 Part 91

10. Become intimately familiar with the aircraft (C-172, C-182, C-182T G1000, etc) that you will use for the check ride. This includes systems, emergency procedures, weight & balance, limitations, flight release, etc. Also, familiarize yourself with the CAP Aircraft Information File that is kept in the plane. If you have not flown a G100 172/182 before, you may find it easier to train in the "round-dial" to learn how to fly the aircraft before you attempt the G1000 upgrade.

11. Attend a G1000 VFR and IFR (If Instrument Rated) Ground School (If flying G1000 Aircraft). Attendance is mandatory for all pilots that want to become G1000 Pilots. Ask an instructor for a G1000 Simulator for the PC computer if you need one. The G1000 can provide a lot of information, if the pilot is trained on how to obtain the available information.

12. Currency. You must be **current** in accordance with 14 CFR Part 61.57(a)(1) to carry passengers in the same category and class as the CAPF 5 aircraft **prior** to the flight check.

13. Completion of an Aircraft Questionnaire. For the model aircraft flown within 60 days prior to the flight check is mandatory.

14. You must have taken and passed the CAPR 70-1, Annual Examination for Powered Aircraft Pilots. Per CAPR 70-1, this ONLINE written examination **must** be completed within *60 days* prior to a CAPF 5 Annual Check Ride.

15. Scheduling a CAP 5 check ride is your responsibility. Contact your Unit's DO/DOV for assistance and a list of available CAP Check Pilots or it may be administered by a FAA inspector, FAA designated check airman, FAA designated pilot examiner, or CAP-USAF flight examiner provided the individual administering the flight check completes and signs the CAPF 5 and the CAP specific items are verbally covered by a CAP check pilot who also signs the applicant's CAPF 5.

16. Evidence of qualifications. Your membership card, medical and pilot certificates, log book, questionnaire[s] and on line written exam results to be presented to the check pilot at the time of the CAPF 5 flight check. PDF copies of these documents must be uploaded into your specific OPS/QUALS file in eservices (prior to the CAPF5 check ride). Your completed, passed and endorsed CAPF 5 MUST also be uploaded into your OPS/QUALS file in order for it be approved and or verified by the appropriate CAP authority.

17. FAA Pilot Practical Test Standards. The *minimum* level of proficiency which is CAP acceptable is that contained in the current FAA Airman Certification Standards (ACS) for the certificate being exercised. If necessary, put in enough flight time with a CFI until you become proficient in all of the requirements of the ACS. There may be some of the tasks that you haven't performed for a while and you may be rusty on. If you are not familiar with what the ACS requires, a copy may be purchased from almost any pilot shop or downloaded free from the FAA web site.

18. Follow Published guidance. Follow the procedures listed in CAPR 70-1, *CAP Flight Management,* and the Instructions on Page 3 of CAPF 5, *CAP Pilot Flight Evaluation;* and then schedule and successfully complete a CAP Form 5 Flight Evaluation.

19. When you have completed your Form 5 check ride and all of your information has been validated you will then able to be released to fly CAP aircraft that you completed the FORM 5 in. In order to fly other aircraft, you will need to complete the required checkout or FORM 5 for that aircraft.

20. Remember all flights are required to be entered into the Web Information Reporting System (WMIRS) and require release from a flight release officer (FRO). Review the WMIRS Instructions which will detail how to enter the information on your flights. WMIRS Instructions can be accessed through your eServices account by selecting the **"WMIRS"** hyperlink on the left and towards the bottom of the screen and then selecting the **"WMIRS Instructions"** hyperlink on the left side of the next screen. All flights entered into WMIRS require that the **Pilot In Command** complete the integrated CAPF104 prior to and immediately after the completion of the sortie and assure the sortie has been closed by the FRO.

21. As PIC in command you are responsible for insuring that any receipts for the purchase of fuel and oil are properly prepared, converted to a PDF document and uploaded into WMIRS. Also, a copy of that same PDF MUST be sent to the TXWG Administrator within 72 hours of the completion of the sortie. **Failure to do so could make you responsible for paying for the cost of the fuel and oil.**

Additional Steps for perspective CAP/AFROTC Orientation Pilots (Must be 21 or older):

1. Obtain a current copy of CAP Pamphlet 60-40, Cadet Orientation Flight Program Guide, and become very familiar with it. You will be quizzed on it during your check ride. CAPP 52-7 can be obtained online from the National web site. Orientation Flights are a learning and motivational experience for the Cadets; CAP pilots are trained and prepared specifically to provide these flights.

2. Meet the minimum flight time requirements. In order to become a Cadet Orientation Pilot, you need to have a MINIMUM 200 hours of PIC. To become an AFROTC Orientation Pilot you must have 300 hours PIC. The minimum flight time requirement is a regulatory requirement, the TXWG will only approve Orientation Pilots with a keen attention to safety and ability.

3. Take the online "Cadet Orientation Pilot Quiz" located in the eServices website on the Learning Management System (LMS) link and print out a completion certificate**.** Give this to the Check Pilot on the day of your ride.

4. Make request to the **Wing Commander** through proper channels, to ask permission to seek the *CAP Cadet Orientation Pilot endorsement*. It is by his endorsement that such an appointment is approved. The Wing Commander will ensure that only the safest and most competent pilots are selected.

5. Advise your check pilot when you schedule with him or her that you would like to become an O-ride pilot. They will then tailor your ride accordingly. Along with a **high level of proficiency**, we are also looking for knowledge of the Cadet Flight Syllabus and smoothness in your control of the aircraft. Many Cadets are flying for the first time and it **MUST** be a positive experience for them.

6. Complete your CAP Form 5 flight evaluation. CAP Check Pilots and Instructor Pilots can and will assist you during your preparation for the check ride. Keep in mind, that on the day of the ride, your Check Pilot is there ONLY to evaluate, NOT to instruct. Review the FAA PTS in advance, be prepared and proficient on the day of your ride and all should do well.

CAP Emergency Services (ES) Aircrew positions:

Mission Scanner – uses a systematic method of looking for objects such as downed aircraft or missing persons. The Mission Scanner's primary responsibility is to maintain constant visual contact with the ground while over the search area. This responsibility makes each scanner a key member of the search aircrew. Requires Specialty Qualification Training Record (SQTR)

Mission Observer - is a scanner with expanded duties who usually sits in the right front seat. In addition to the primary duty of scanning while in the search area, the observer assists the pilot with planning, navigation, and communication. The observer may also serve as mission commander, ensuring that all mission objectives are met. Requires Specialty Qualification Training Record (SQTR)

Transport Mission Pilot – Basic Pilot. Provides safe movement of critical items or personnel from one place to another. Frequently these missions may include humanitarian concerns, such as transferring blood or human tissues when no other feasible transport method is available. CAP Transport Mission Pilots may also provide communications support, by operating an aircraft equipped with a radio repeater over a designated area to allow ground units to communicate with one another.

SAR/DR Mission Pilot – Pilot whom has also been trained as a Scanner. May have been trained as an observer (not required) aircraft commander and is responsible for the safety of the crew and the aircraft. The Mission Pilot must fly the aircraft precisely in order to execute mission procedures and search patterns so that the scanners have the best possible chance to achieve mission objectives.

Further Steps to become a Transport Mission Pilot or ES Aircrew (Must be 18 or older):

1. Obtain a current copy of **CAPR 60-3, CAP Emergency Services Training and Operational Missions, and become very familiar with it.** You will be quizzed on it during your check ride.

    Requirements (listed in CAPR 60-3) include:
- Be a current CAP Pilot (less than 12 months since your last CAPF 5 checkride)
- Have documented 100 PIC Hours (50 Hours of Cross Country).
- Have a current CAPF 101 card (requires completion of Level 1 and online GES training/exams)

2. Become familiar with Specialty Rating Requirements and Performance Standards. For each specialty rating, SQTRs have been developed to train and qualify members in stages. The most current versions of the task guides for all specialties are found on the NHQ CAP/DOS website.

3. Complete FEMA IS100 and FEMA IS700 (entered and verified in E-services)

4. Complete CAPT 116 part 1: https://www.capnhq.gov/CAP.LMS.Web/Default.aspx

5. Get General Emergency Services (GES) Certified: Requires Level 1 and CAPT 116 to be completed.

6. Apply online in e-Services for the addition of the Transport Mission Pilot to your CAPF 101.

To be a Search & Rescue/Disaster Relief (SAR/DR) Mission Pilot (Must be 18 or older):
Note: If you meet the above requirements you will be eligible to proceed.

1. Be a current Mission Transport Pilot

2. Must be a current Mission Scanner

3. Must have 175 Hours PIC to be a Mission Pilot Trainee

4. Complete all tasks on the Mission Pilot SQTR

5. Must have a CAP Radio Operator ACUT training

6. Must have 200 Hours PIC before taking the CAP Form 91, CAP Mission Pilot Checkout

7. Must successfully complete the CAP Form 91, CAP Mission Pilot Checkout

If you have any questions or concerns regarding this process, please contact a local STAN/EVAL office or CAP instructor pilot. The Wing DOV can be emailed at DOV@txwgcap.org

Once you have completed your qualifications, there are many opportunities to fly and maintain currency/proficiency. Ask about Low Level Route Surveys, Mission Proficiency flights, and dual instruction from CAP Instructor Pilots. Your CAP instructors are a cadre of dedicated, well trained pilots with a common goal --- to help make every pilot as safe and capable as possible.

AIF Information	Uniforms and Supplies	TXWG Website	Level 1 - Foundations
eServices	Stan/Eval Website	FEMA Courses	Safety Education
Learning Management System		G1000 Materials	NESA LESA