

United States Air Force Academy  
Preparatory School  
Cadet Candidate Sponsor Program  
2020-2021

*Thank you to the families, friends, and those who  
have supported the United States Air Force  
Academy Preparatory School. If you have any  
questions or concerns regarding the USAF  
Academy Preparatory School Sponsor Program,  
please contact  
(719) 333-7737 or email us at  
PrepInfo@usafa.edu*



**USAFA Academy Preparatory School Mission**

*To motivate, prepare, and evaluate selected candidates in an  
academic, military, moral, and physical environment to perform  
successfully and enhance diversity at USAFA.*

The purpose of the Cadet Candidate Sponsor Program is to provide students with a local family support system, adult role models, and an avenue for community involvement.

### **YOUR ROLE AS A CADET CANDIDATE SPONSOR**

#### **Sponsor Activities**

As a cadet candidate (C/C) sponsor, you are not required to attend every event or activity your C/C is involved in or invites you to. You are not expected to entertain your C/C with expensive meals and/or events. On the contrary, they are looking for your warmth and friendship; you and your family are their home-away-from-home. Ultimately, the freedom to make a sandwich, drink a soda, sleep, watch TV, or study without interruption is a huge privilege. Above all, your concern for their well-being, willingness to listen, and invitation to be part of your family are the most meaningful gifts your C/C can receive.

#### **Cadet Candidate/Sponsor Relationship**

Cadet candidates will strive to please you by good behavior to earn a return invitation to your home. They are expected to be courteous guests and to express their thanks with a thank-you note. C/Cs are taught to address military superiors and their elders as "Sir" or "Ma'am." That is not to say that a relationship between sponsor and C/C must be overly formal. We rely on your good judgment to set these boundaries. If at any time you have problems with your C/C, please contact their Squadron Air Officer Commanding (AOCs), Military Training Officers (MTOs) or Academy Military Trainers (AMTs) immediately.

#### **Sponsorship Rewards**

Cadet candidates are encouraged to invite you to Preparatory School events as their guest to show their appreciation for your hospitality. Also, they should seek to find ways to demonstrate their gratitude by volunteering to help you with household tasks or projects. While the Sponsor Program provides many rewards, participants often gain their most satisfying moments simply by interacting with their C/Cs in a family atmosphere. Many sponsors find that these bonds continue for years, even for life.

#### **Program Rules, Helpful Hints, and Reminders**

- Be a sounding board.
- Communicate your house rules and expectations. Inform your C/Cs of their privileges and your expectations such as entertainment, using the computer, preparing food, quiet hours, etc. Some have not had upbringings where such expectations were set.
- Tell them how you want to be addressed (first name, rank, Mr., Mrs., Ms., etc.).
- Give C/Cs reasonable responsibilities as your invited guest.
- Expect the same courtesy from C/Cs as you would from family members.
- Explore opportunities to teach and learn from your C/C.
- Give your C/C time and space to relax. Don't feel that you have to entertain all the time.
- If possible, have an open house to meet your C/C's parents when they are in town.

- Take pictures for the C/C's family and as mementos for future reunions.
- C/Cs must sign in and out of the squadron area. Feel free to remind them to do this.
- C/Cs must remain within a 150-mile radius of the Preparatory School.
- When C/Cs visit sponsors, they are expected to be physically present with the sponsor family at all times.
- C/Cs cannot drive or ride as passengers on motorcycles, ATVs, or similar vehicles.
- Acquire the address of your C/C's parents or guardians and write them to introduce yourself. Inform them that you are sponsoring their C/C and tell them about your family. Attendance at Parent's Weekend activities will give you a chance to meet your C/C's parents.
- Make arrangements to visit with your C/C's family if they visit the Academy.
- Invite your C/C for family meals. Include them in hobbies, sports, shopping, and recreational activities with your family.
- Expect courteous, considerate behavior at all times; let us know if there is a hint of a problem.
- Encourage them to arrange in advance those times they wish to be at your home. We are sensitive to respecting your schedule.
- Find out what organized sports they participate in and the dates of their events so that you may attend. This will also make it easier for you to schedule times you would like to have them in your home.
- If they need a ride to the airport or elsewhere, encourage them to make those arrangements with you well in advance. Do not feel obligated to grant inconvenient or inappropriate requests.
- Invite them to church activities if that is your inclination.
- Keep in touch with your C/C by phoning and writing. If they do not return phone calls or e-mails, please contact the Preparatory School.
- If things aren't going well, first talk with the C/C. If that doesn't work, please call us.
- Know that some C/Cs will make mistakes. Turn them into "teachable moments."
- Be willing to try new things. They may be able to teach you a new hobby!
- Most of all...have fun!

#### **Your Role in Correcting the Cadet Candidate**

Cadet candidates need to learn from their mistakes ... that's part of character development. Overlooking an error only encourages them to continue the behavior. One experienced sponsor recommends establishing house rules for C/Cs while in your home. Obviously, is unfair to expect C/Cs to follow your rules if you don't tell them what the rules are ... don't assume! Suggested house rules you may want to address include the following:

- We each have a right to our own opinions and a right to respectfully disagree with others.
- We will maintain open lines of communication. If something is bothering us, we

- If I request a phone call to let me know you're coming over for the weekend, then please call me so I may adjust my plans accordingly.
- If you are unable to come over for an extended length of time, then at least call from time to time and let me know how you're doing.
- Tidy up after yourself (this may include a list of duties, such as making the bed, placing dishes in the dishwasher, leaving areas as you found them).
- Your policies on arriving unexpectedly at your home or bringing a friend for a meal.

### **ALCOHOL AND THE CADET CANDIDATE**

Alcohol use (as it pertains to C/Cs) is in accordance with Colorado state law, which states that an individual must be 21 years of age or older to buy or consume alcohol. While those over 21 may drink alcoholic beverages by law, it is highly discouraged for cadet candidates..

### **UNDERSTANDING THE CADET CANDIDATE**

#### **The School Year at a Glance**

The Preparatory School program focuses on four main areas: academics, athletics, military training, and character development. We call these the four mission elements of the Preparatory School.

Every course requires daily homework, and the average C/C spends four hours per day studying during the week, plus three to six hours during the weekend. Television is off-limits during study hours, and dormitories are maintained in a quiet but relaxed atmosphere. All C/Cs realize that they are students first and other interests are secondary.

The Preparatory School program is geared to the best interests of the C/Cs. Each academic department is dedicated to helping C/Cs succeed academically. Instructors are available upon request to provide extra instruction throughout the day. Frequent evaluation means that if C/Cs are struggling in any subject area, problems are identified early enough for them to seek help.

#### **Graduation Requirements**

To successfully complete the Preparatory School's 10-month program, a C/C must meet the following requirements:

- 1) Demonstrate an aptitude for commissioned service and leadership.
- 2) Exhibit satisfactory conduct and personal integrity.
- 3) Meet the physical requirements.
- 4) Meet the academic grade-point average (GPA) requirements.

#### **Appointment Requirements**

Appointment to the United States Air Force Academy is a highly competitive process. To be eligible for an appointment, a C/C must meet all of the following requirements:

- 1) Graduate from the Preparatory School.
- 2) Pass the Physical Fitness Test (PFT).
- 3) Demonstrate an aptitude for success at the Academy.
- 4) Pursue and receive a nomination from a nominating category for which the C/C is qualified.
- 5) Be recommended by the Preparatory School Commander.
- 6) Be approved by the Academy Board.

#### **Cadet Candidate Separation**

Failure to maintain certain standards can result in disenrollment from the Preparatory School at any time during the year. Historically, about 80% of the C/Cs who enter the Preparatory School complete the requirements, graduate, and are offered appointments to the Academy. In rare cases, C/Cs are offered appointments at other service academies. The Preparatory School Commander may separate a cadet candidate at any time for any of the following:

- 1) Failure to maintain academic, physical fitness, or military standards.
- 2) Failure to meet medical requirements.
- 3) Unsatisfactory conduct.
- 4) Retention is not considered to be in the best interests of the Air Force.
- 5) Failure to maintain basic eligibility for an appointment.

### **ACHIEVING SUCCESS**

#### **Academic Requirements**

The Preparatory School is not like high school. The material is beyond the high-school level, standards are high, grading is tough, and the pace is fast. Finals occur at the end of each of four grading periods, and a typical week includes multiple quizzes or major exams.

#### **Academics**

A C/C's typical course load is two math classes, an English class, and a science class.

- Many C/Cs take a study skills and/or speed reading class in addition to the core curriculum.
- There are two semesters, fall and spring, each separated into two, nine-week quarters.

<b>Fall Semester 2019</b>	<b>Spring Semester 2020</b>
Quarter 1, 4 August – 9 October	Quarter 3, 11 February – 23 April
Quarter 2, 19 October – 4 February	

#### **Athletics**

The purpose of the athletic program is to prepare C/Cs for the rigors of athletic competition and physical conditioning required of all service academy cadets.

#### **Military Training**

The military training element focuses on preparing C/Cs for military programs at the US Air Force Academy and instilling basic military standards and discipline.

#### **Character Development**

This element centers on preparing C/Cs for the high moral and ethical standards expected at the Air Force Academy and as a military officer. The program emphasizes the importance of the Air Force Core Values (Integrity First, Service Before Self, And Excellence In All We Do), human relations, and service to the community. Character events are held throughout the year, including community service projects and guest speakers. If you are interested in participating, please coordinate through your C/C.

### A Typical Day/Schedule

A typical day in a C/C's life is challenging by design. C/Cs attend academic classes, receive military training, participate in individual and team sports, and of course, study. In addition, they must fit in all the normal activities of life. C/Cs must learn to budget their time and organize their efforts in order to successfully complete each day's activities.

0615 – 0715	Breakfast
0735 – 0850	1st Period Class
0855 – 1010	2nd Period Class
1015 – 1130	3rd Period Class
1140 – 1240	Lunch
1250 – 1350	Military Training
1400 – 1500	Extra Instruction/Graded Review
1510 – 1740	Athletics
1745 – 1845	Dinner
1900 – 2130	Academic Study Time
2200	Taps/Lights Out

### Leave and Passes

While attending the Preparatory School—unlike Academy cadets—C/Cs are on active military duty status. C/Cs may take leave during Thanksgiving, winter holiday, and spring break. Proficient C/Cs may have the privilege of departing from Preparatory School grounds on weekends. However, a C/C with academic, military, athletic, moral, or other deficiencies may not have that privilege. C/Cs must wear tasteful civilian clothing at all times while away from the Preparatory School.

After graduation, C/Cs who are selected to enter the Academy will have approximately 45 days without duty from the time they graduate in May until the incoming cadet class reports in late June. Upon entering the Air Force Academy, C/Cs are relieved from active duty and readmitted as cadets.

### Cadet Candidate Leave/Pass Periods

Thanksgiving/Winter Break: 25 November 2020 – 4 January 2021  
Local Spring Break: 20 – 28 March 2021

C/Cs are not granted leave outside these dates. Please help them plan accordingly.

### Cadet Candidate Privilege Packages (LMD – Last Military Duty)

SP: Sponsor Pass	NP: Night Pass
0700 to 2300 Saturday or	LMD Friday to 2300 Saturday or
0700 to 1800 Sunday	0600 Saturday to 1800 Sunday
DP: Day Pass	WP: Weekend Pass
LMD to 2300 Friday or	LMD Friday to 1800 Sunday
0600 to 2300 Saturday or	0600 to 1800 Sunday

### Special Requests and Other Privileges

C/Cs progress through a phase program during the academic year, with certain privileges granted during each phase. Requests for special passes must be approved through the C/Cs' chain of command.

### Important Events

Baccalaureate Service	Wednesday, 5 May 2021
Graduation Parade	Thursday, 6 May 2021
Awards Ceremony/Reception	Thursday, 6 May 2021
Graduation Ceremony/Final	Thursday, 6 May 2021

### CONTACT INFORMATION

#### Name, Duty Title, Phone Number

Alpha Squadron AOC/MTOs, **333-0910/3597**; AMTs, **333-3598/3597**  
Bravo Squadron AOC/MTOs, **333-6440/2177**; AMTs, **333-2177/0912**  
Charlie Squadron AOC/MTOs, **333-2176/0914**; AMTs, **333-2176/6543**  
Colonel Melissa Youderian, Commander, **333-2583**  
Mrs. Heather Muse, Vice Commander, **333-2581**  
Chief Master Sergeant (TBD), Superintendent, **333-4023**  
Master Sergeant Stephen Couvillion, First Sergeant, **333-9332**  
Lieutenant Colonel Sean Tiernan, Athletic Director, **333-2574**  
Lieutenant Colonel James Dobbs, Dean of Academics, **333-7240**  
1st Lieutenant Forrest Neeley, Executive Officer, **333-2583**  
Prep School Executive Administrator, **333-7737**

#### Other Contact Information

Duty Officer Phone (nights/weekends/emergencies), **719-338-5648**  
Alpha Squadron CQ Desk, **333-2603**  
Bravo Squadron CQ Desk, **333-2602**  
Charlie Squadron CQ Desk, **333-2604**

#### General Delivery Mailing Address

HQ USAFA/PS  
5220 Cedar Drive  
USAF Academy CO 80840-3100