

NCSA Application Instructions

Some NCSAs have special application instructions, you will have to go to their individual pages for those instructions. For Most NCSAs, you will use the following application instructions.

1. You will need to go to CAP's eServices page at www.capnhq.gov. Login to your account. Applications open 1 December 2008.
2. Find the NCSA Application on the Left hand side of your screen.
3. Go through each page of the application.
4. At the end when you review your application, please print 2 copies. One for yourself and one to send to Wing. (Recommendation: save a copy to your computer)
5. Download the following form to apply for slotting for Texas Wing: [TXWGF31R \(NCSA Resume Supplement\)](#). The form can be found at <http://www.texascadet.org/resources/index.html>.
6. Please have your Squadron Commander sign your CAPF31 and your TXWGF31R (don't forget to check the Safety Participation Box).
7. Please send your completed applications (both the CAPF31 and the TXWGF31R) to Jane Smalley using any one of the following ways not later than **7 February 2009**. Slotting and approvals end on 15 February 2009.
 - A. Jane Smalley, Maj, CAP
NCSA Application
416 Victorian Drive
Waxahachie, TX 75165
 - B. You may scan and email it to TXNCSA@gmail.com or
 - C. You may fax it to 206-770-7465.

IF YOU FAIL TO SUBMIT A TXWGF31R WITH YOUR APPLICATION YOU WILL NOT BE APPROVED TO GO!

Other Notes:

1. Be sure to get all approvals necessary before you send your hard copy application to the DCP.
2. FILL OUT THE TEXAS WING FORM 31R
3. Squadron Commanders, please check prerequisites for these activities before signing the applications. Some have age limits, some have requirements for upper level math, some require a great deal of special equipment.
4. If you REALLY want to go to a NCSA, apply for the less popular ones.
5. If you want to go to a NCSA but don't have the funds, start looking for scholarships or do fundraising at your squadron.

Questions? Feel free to email.

The deadline for NCSA - National Cadet Special Activities Application is **15 January 2009**. If you **DO NOT APPLY ONLINE** by this date, you will not be able to go. **DO NOT DELAY.**

Jane Smalley, Maj, CAP
Director of Cadet Programs, Texas Wing
Commander, Red Oak Cadet Squadron
469-454-6831 (H)
979-574-5763 (C)