



OFFICE OF THE NATIONAL COMMANDER  
NATIONAL HEADQUARTERS  
CIVIL AIR PATROL  
UNITED STATES AIR FORCE AUXILIARY  
MAXWELL AIR FORCE BASE, ALABAMA 36112-5937

26 March 2020

MEMORANDUM FOR ALL CAP UNIT COMMANDERS

SUBJECT: Waiver Letter – CAPR 50-17, *CAP Senior Member Professional Development Program*

**1. Overview.** In an attempt to allow our senior member officers and NCOs to participate in CAP's Professional Development program and progress in their education and training during the Coronavirus emergency, the following accommodations are made to the in-residence (face-to-face) requirements within the PD program effective immediately and will remain in effect until further notice. For the purpose of this memorandum, virtual means any convenient technology such as Zoom, Skype, Facetime, Microsoft Teams, Google Hangouts, teleconference, etc.

**2. Accommodations for face-to-face requirements.**

**a. Level I.** For Level I summary conversations, the face-to-face provisions of CAPR 50-17, paragraph 3-5a are waived to allow all learning hours to be held virtually.

**b. Level II.** For Squadron Leadership Schools, the face-to-face provisions of CAPR 50-17, paragraph 4-6B are waived to allow all learning hours to be held virtually.

**c. Level III.** For Corporate Learning Courses scheduled, the face-to-face provisions of CAPR 50-17, paragraph 5-3B are waived to allow all learning hours to be held virtually.

**d. Level IV.** For Region Staff Colleges scheduled, the face-to-face provisions of CAPR 50-17, paragraph 6-3B are waived to allow all learning hours to be held virtually. Regions will coordinate with CAP/PD and CAP/LDM regarding online offerings.

**3.** My point of contact for this waiver is Ms. Bobbie Tourville. She can be reached at [btourville@capnhq.gov](mailto:btourville@capnhq.gov).

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Commander