

CHAPTER 3

CADET EVALUATION

PURPOSE

1. The purpose of this chapter is to outline the specific evaluation requirements for the Proficiency Level Program of the Royal Canadian Air Cadets.

LEARNER EVALUATION

2. "Learner evaluation is the assessment of progress made by participants during an instructional programme (formative evaluation) and of their achievement at the end of the programme (summative evaluation)." (A-P9-050-000/PT-Z01, *Manual of Individual Training and Education, Volume 1 (1)*, Glossary).

DEVELOPMENTAL PERIODS

3. A Developmental Period (DP) is a time frame, during a cadet's progression through the Cadet Program (CP), in which the cadet participates in training and is provided opportunities to develop desired knowledge, skills and attitudes that support the aims of the CP and contribute to the achievement of the CP outcomes. DPs are distinguished by progressive training levels and associated learning objectives ensuring each level of training will be relevant, achievable and age-appropriate for the target audience.

4. The CP is conducted across the three adolescent DPs applicable to the CP population. Outlined in each DP are specific philosophies and approaches to learning which impact training and evaluation. Proficiency Level training and evaluation are participatory in nature.

PROFICIENCY LEVEL CADET EVALUATION

5. The intent of cadet evaluation is to measure the extent of cadet participation in the scheduled mandatory and complementary training and make an assessment by comparing the level of participation to the minimum standard for qualification.

PROFICIENCY QUALIFICATION STANDARD

6. The minimum standard for Proficiency Level Program qualification is:

- a. sixty percent overall attendance in all scheduled mandatory and complementary training as calculated by the squadron; and
- b. successful completion of each PO as outlined in the Proficiency Level Program Qualification Record.

ADDITIONAL CADET EVALUATIONS

7. All cadets must successfully complete the Cadet Air Rifle Handling Test provided at Annex C prior to participating in familiarization and recreational marksmanship activities.

8. No additional cadet evaluations (i.e. theory tests, performance checks, etc.) are to be used to determine Proficiency Level qualification eligibility. Therefore, these national standards are not to be supplemented with regional and/or local standards.

MONITORING CADET PROGRESS

9. Cadets must meet the standard of behavior and conduct expected from all cadets. The course officer during cadet interviews and personal counselling should adopt a proactive approach toward difficulties.

10. Frequent absences from mandatory and complementary training, that could result in the cadet not meeting the minimum standard for Proficiency Level One qualification, must be addressed in accordance with CATO 15-22, *Conduct and Discipline – Cadets*.

REPORTING CADET PROGRESS

11. The progress of each cadet shall be reported using the Proficiency Level Program Qualification Record provided at Annex B, which is also used to determine successful completion of the Proficiency Level Program. The results shall be recorded on DND 2399, Cadet Personnel Record.

CADETS NOT MEETING THE MINIMUM QUALIFICATION STANDARD

12. Cadets who do not meet the minimum qualification standard shall be given a reasonable opportunity to complete the training missed. If, by the end of the training year, the cadet still has not successfully attained any PO, the squadron CO may waive the minimum qualification standard. When waiving any PO requirement, the cadet squadron CO should consider the overall performance of the cadet and the legitimacy of their reason for failing to attain the PO. In granting a waiver, the CO must also consider the cadet's attendance and behaviour.

13. Any cadet for whom a waiver has been issued will not be granted the Proficiency Level Qualification; however, they will progress to the next level. If a CO has decided to not grant a waiver based on attendance and/or behaviour, a cadet may be held back to repeat the required Proficiency Level.

14. Cadets who have been granted a waiver of the minimum qualification standard of Proficiency Level and have progressed to next level of their squadron membership are expected to achieve the missing Proficiency Level Program PO requirements. To facilitate this, cadets can concurrently receive credit for activities completed in their current level as well as the previous level.

PROFICIENCY LEVEL CERTIFICATE OF QUALIFICATION

15. The Cadet Certificate of Qualification, CF 558 (NSN 7530-21-870-7685), shall be awarded to each cadet upon successful completion of the Proficiency Level Program. Until cadets who have been waived from the minimum qualification standard have attained said standard, they shall not be granted the Cadet Certificate of Qualification.