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PREPARATION STUDY GUIDE



2008

NATIONAL SELECTION COURSES

EXAMS AND INTERVIEWS

Edited October 2007

Name :

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A SUMMER COURSE OR A JOB?

Have you already started to ask yourself that question?

Training is priceless. The experience and knowledge acquired on a summer course will later lead to their application on a job. Lesser qualifications often lead to a less interesting or less important position.

Perhaps you are thinking that a summer job will help you attain your financial needs? Take the time to consider that these wages will be earned by sacrificing a solid training foundation, which could lead to more interesting and rewarding options in the future.

Having the required qualifications for the position you will be applying for is a priority. All 6 weeks summer training courses are very important and will lead to better remunerated positions.

PREPARE YOUR FILE

Your file must contain all the information requested and all the necessary parts from page 3 of the form. It is your file, it must be **COMPLETE** and **CONFORM TO ALL REQUIREMENTS**.

NOTES

FINAL EVALUATION OF CANDIDATE FILES

After the examinations and interviews, all candidate files are sent to the provincial selection committee. This committee compiles all the results and establishes a ranking out of a possible 100 points in order to identify the most deserving candidates, according to the following criteria:

Examination Results

(Power Pilot and Glider Pilot courses)

Interview Results

(Dress, uniform, oral expression, bearing, mastery of the subject discussed, and personal progress and development)

Evaluation of Candidate File

Training level, previous summer camps, current rank, involvement in optional activities in the squadron, school and community (CAD 115 –Section 7)

Academic Performance

(Student's grade and overall average)

Example of marks: Average of 60 to 64% = 3 points, 75 to 79% = 11

By course, the points assigned to each criterion are as follows:

Course	Exam	Interview	File	Academic	Total
Exchange	NIL	50	30	20	100
Power	30	30	20	20	100
Glider	30	30	20	20	100
AAT-AO	NIL	50	30	20	100
Senior Leaders	NIL	50	30	20	100

This chart will give you a good idea of the strength of your candidature, and show you what you need to work on to improve your chances. Candidates who do not obtain a minimum of 60 points will not move on to the national selection process.

These courses are considered rewards. They are intended for those who demonstrate exceptional citizenship qualities or have a strong interest in pursuing a career in aviation. Thus, they are offered to the all-round most deserving candidates. If you need more information, are unsure about your preparation, or are having difficulties... **ASK FOR HELP!**

Both the applicants and their parents accept that the decision of the Selection Committee is final.

FOREWORD

This preparation guide is directed towards Air Cadets who wish to participate in the exams and interviews for the award of the following courses/exchange:



International Exchange



Power Pilot Scholarship



Glider Pilot Scholarship



Senior Leaders



Advanced Aviation Technology
– Airport Operations

Different selection committees have the responsibility to award the courses/exchange to the most deserving candidate by making the proper recommendations to the National Selection Committee. The selection of candidates is determined by either an exam or an interview or a combination of the two focused on evaluating the capabilities of the candidate.

Candidates are advised that they are responsible for their own applications and for meeting all established pre-requisites.

PRELIMINARY PREPARATION

One can never be too prepared for an interview. To begin, **interview yourself!** To what extent do you desire the course/exchange? If you are unable to develop an opinion, you have a problem of motivation and interest. It is useless to continue if you are not prepared to rectify the situation.

Consider the points upon which the interviewing committee will focus (your personality, knowledge and training) and **evaluate your capabilities** in each.

Identify your weak points and set goals for each as well as methods to achieve them.

Identify resources: parents, friends, school community, documentation, references, assistance within the squadron, supervision by an officer or civilian instructor and cadets who did the interview last year.

Do not hesitate to ask for assistance, but do not forget that no other person can do the work for you and that it is you that must take the interview.

Find the time to prepare. The best method is to begin early and work regularly. Do not neglect your schoolwork, the results will be considered and poor averages are not strong indicators of the success and dedication of the individual. None of the courses/exchange is worth a school year that has been lost. **THINK ABOUT IT!**

Do not forget that you are in competition and that you will not succeed without making an effort.

On "D" Day

Have a **BREAKFAST**

Dress in your C2 uniform, **without any decorations or other accessories.** That means:

Wedge cap, jacket, pants, belt, boots, grey wool socks, **shirt and tie.**

1. Ribbon(s), if any, are worn on the jacket.
2. Name tag is worn only when the CO has allowed it.
3. You may choose to wear the long overcoat and gloves.

Make sure you bring plenty of pencils.

When the time comes for the interview, remember to introduce yourself in the military manner, that means you must state:

- 1 - Your rank and name
- 2 - Your home squadron
- 3 - The course you are applying for
- 4 - Permission to enter the room

RELAX



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BEFORE THE TEST AND THE INTERVIEW

- Know all the prerequisites for the course you plan on taking ([Ref ERCO 1401](#)).
- Fill in form CAD 115 and enclose all the documents specified in the checklist on page 3 of the CAD 115 form.
- Make sure that all the papers that need to be signed have been signed and dated. Deliver the form and all the required documents to your CO no later than the date he specified.
- APPLICANTS for the power/glider pilot courses.** If you do not have in your possession a medical certificate issued by Transport Canada, you must:
 1. Make an appointment with a medical examiner approved by Transport Canada;
 2. Submit to the medical examination **before the 1st March**, giving the doctor the sheet of instructions you were given and making sure the doctor uses the form designed specifically for cadets;
 3. Pay the cost of the medical examination (around \$60 -\$70) ; and
 4. Deliver to your CO a photocopy of the medical certificate you received from Transport Canada.
- Report to your Region's test centre to write the test and/or for the interview.
- Inform your CO of any change in your medical condition, address, telephone number, etc.

DO YOU HAVE THE BASIC QUALIFICATIONS?

	Glider Pilot	Power Pilot	Leaders Senior	Airport Operations	International Exchange
PREREQUISITE					
Age Born between	16 11/08/89 to 1/09/92	17 11/08/89 to 1/09/91	15½ 17/08/89 to 1/03/93	15 17/08/89 or after	17 08/08/89 to 1/08/91
* Training level	3	4	4	3	5
** Education	Sec 3	Sec 4			
*** Language	F or E	F or E	F or E	F or E	F or E
**** Cost	≈\$200	≈300\$			≈\$700
Weight, minimum	40 Kg				
Weight, maximum	91 Kg				
Height, minimum	137 cm				
Height, maximum	190 cm				

- * Level completed on 30 June of the current year. It is essential that the stated current training level of the candidate is possible to achieve when his enrolment date is taken into account. Note that as per [CATO 54-10](#), only cadets joining at 14 years of age or older may accelerate training by combining Levels 1 and 2. **Other training levels cannot be combined.**
- ** School year completed at the **time of application** for the course.
- *** F: French and E: English
- **** - Pilot Glider/Power: Issue of pilot's licence, Transport Canada examinations, training manual, etc.

- International Exchange: Purchase of official clothing and spending money.

All details concerning prerequisites and selection procedures can be found in Eastern Region Cadet Orders ([ERCO 1401](#)). These orders are available on the Eastern Region Website.

Must not be 19 before the end of the course including travel time from the camp to unit.

EXAMS AND INTERVIEWS

Course	Exam	Interview
International Exchange	No	Yes
Senior Leaders	No	Yes
Advanced Aviation Technology – Airport Operations	No	Yes
Power Pilot Scholarship	Yes	Yes (minimum pass mark of 50% required)
Glider Pilot Scholarship	Yes	



I. EXAMS

The exams are to ensure the candidate's potential to complete the course with success. **The reference material** and information regarding the content of the exams can be found in the annexes. The responsibility for obtaining the required reference material lies with the Squadron and its Sponsoring Committee.

Some of these references are already available at the Squadron. It is also possible to obtain some of them at many of the flying clubs and schools as well as the Air Cadet League Office in Montreal.

In addition, **self-learner CD 's** are also available at your squadron.

Have a look at [the study Guides](#) in the Air Cadet Library RSCU (E) Website.

???? EXAMPLES OF QUESTIONS ???? ?

Here are some **examples** of questions to help you in your preparation.

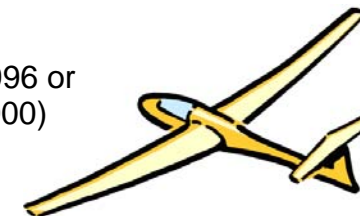
- ⇒ Who are the leaders of the provincial Air Cadet League?
- ⇒ Who is the Premier of Quebec?
- ⇒ Who is the Governor General of Canada, and what is his /her role?
- ⇒ Can you identify three Canadian military planes?
- ⇒ What qualities are necessary for a good leader?
- ⇒ Explain in your own words the meaning of the “partnership” between the members of the League and those of the Canadian Forces.
- ⇒ What is the scientific name for a fair-weather cloud?
- ⇒ What is the demography of Canada?
- ⇒ What does CIC Officer mean?
- ⇒ Why do you want to become a glider pilot?
- ⇒ What additional contribution will you be able to make to your squadron after completing the Senior Leadership course?
- ⇒ What current world events are you aware of?

Subject	Exchange	Power Pilot	Glider Pilot	Senior Leaders
History of the Movement	3	2	2	2
History of the Squadron	3	2	1	2
History of aviation	2	3	2	2
Structure of the League	3	3	2	2
Structure of the military	3	2	2	3
Structure of the Squadron	3	3	3	3
Federal Government	3	2	1	2
Provincial Government	2	1		2
Municipal Government	1			1
Political systems	2			1
World politics-geography	2	2	1	1
Sporting current events	2	1		
Political current events	2	2	1	1
Movement current events	3	2	1	2
World events	3	2	1	
Social situations	3	1		
Demographics and economy of Canada	2			
Sponsoring Committees	3	3	2	2
The Armed Forces	3	3	2	3
Movement objectives	3	3	3	3
Citizenship	2	1		3
Local training	3	3	2	3
Summer training	3	2	1	3
Foreign countries	2			
CIC officers	2	1		2
ATC Rules		3	2	
Air regulations	1	3	3	
Cadet air operations	2	2	2	
Aerospace	1	2	2	
The environment	2	2	1	
Flying Knowledge		3	3	

- 1 : Have general knowledge of the subject.
2 : Have a better understanding of the subject and be able to discuss on the subject
3 : Have a complete understanding and be able to discuss with ease on all

POWER PILOT AND GLIDER PILOT SCHOLARSHIP

- Reference: From the Ground Up
(27th Revised Edition 1996 or
28th Revised Edition 2000)
- Exam: Flying.....50 questions
Glider.....40 questions



Part I: AIRCRAFT OPERATIONS

- The Airplane: All information in this section
Theory of flight: All information in this section
Aero Engines: (for **POWER PILOT scholarship** candidates only) **No questions on jet propulsion**

Part II: AIR LAW

- Aerodrome: All information in this section
Rules of the Air: Questions will only be asked on that section entitled «Right of Way and Rules of the Air», starting on page 100.

Part III: METEOROLOGY

Questions relating to weather reports and forecasts will be based on the ICAO METAR and TAF aviation weather codes, which came into effect in Canada 01 June 1996.



Part IV: NAVIGATION

No questions on the astro compass, finding the sun's true bearing and preparing the map for a flight. Furthermore, navigation questions requiring the use of maps, flight plans and the physical preparation of track, physical measurement of distance and others **will not** be asked in the exam;

The basic understanding of navigation of all the candidates will be evaluated; especially the application of variation, deviation, the 1 in 60 rule, etc. Furthermore, the candidates competing for the Power Pilot Scholarship should expect to answer questions requiring the use of **manual** flight computers to compute track, heading, airspeed, etc;

No questions will be asked on the advanced usage of the flight computer such as the calculation of radius of action, the point of no return, the critical point, climb and descent, airspeed and altitude corrections; and

No questions will be asked on radio navigation.

Part V : GENERAL AIRMANSHIP

Only questions pertaining to wake turbulence, wind shear and ground effect.

SUBJECT PREPARATION

Do not neglect anything. It is better to be over prepared than not prepared enough. Do not forget that each interview panel is different and their procedures and actions may vary from one to another.

Subject preparation is what requires the most time and effort. It is important to know the fields of knowledge that are the most pertinent to your course/exchange and those upon which your evaluation will be based. This will prevent you from examining a field of knowledge that is far too vast, which leads only to demoralization.

You will find in this guide a table listing the subjects that form the basis of the evaluation. **Read the newspaper and listen to the news, become informed.** Remember that this is only a guide and the interviewing committee may surprise you.

BE PREPARED FOR THE UNFORESEEABLE!



HOW MUCH EFFORT?

As much as this course/exchange is worth in your eyes!

- ☒ **General knowledge.** Political and military structures in Canada, current events (international, national and provincial), world geography and politics, social situations;
- ☒ **Knowledge of the Cadet Movement** History and organization, structure and representatives, sponsoring committee, regional and squadron military organization, goals of the Movement, local and summer training programmes; and
- ☒ **Specialized knowledge.** In relation to your selected course/exchange abilities as an ambassador of the movement, aptitudes, scholastic achievements, academic programme, knowledge of aviation and its history, major Canadian achievements, aircraft, foreign countries and cultures, speaking or communicating qualities, sense of duty, etc



CAREERS IN AVIATION...

LIST OF CIVILIAN OCCUPATIONS	
Aircraft Refueller	Electrical and Electronics Technician and Technologist
Aviation Mechanical Component Technician	Aviation Electrical/Electronic/Instrument Component Technician
Aviation Special Processes Technician	Aircraft Simulator Technician
Aviation & Aerospace Drafting Technician and Technologist	Aircraft Structures Technician
Aviation Materials Specialist	Aircraft Interior Technician
Aviation Non-Destructive Inspection Technician	Aircraft Gas Turbine Engine Repair and Overhaul Technician
Aviation Welding Technician	Aviation Painter
Industrial Technician and Technologist	Aviation Ground Services Attendant
Aircraft Maintenance Technician	Aviation and Aerospace Engineer
Avionics Maintenance Technician	Aviation Machinist
Aviation and Aerospace Mechanical Technician and Technologist	Aviation Maintenance Inspector
Chemical Technician and Technologist	Aircraft Propeller Systems Technician
Sheet Metal Worker	Aircraft Reciprocating Engine Technician

LIST OF MILITARY OCCUPATIONS – AIR FORCE	
OFFICERS	NON-COMMISSIONED MEMBERS
31 Air Navigator	121 Meteorological Technician
32 Pilot	169 Aerospace Control Operator
39 Aerospace Control	226 Aerospace Telecommunications and Information Systems Technician
41 Aerospace Engineering	514 Aviation Systems Technician
46 Airfield Engineering	526 Avionics Systems Technician
83 Communications and Electronics Engineering	541 Imagery Structures Technician
	565 Aircraft Structures Technician
	651 Firefighter

INTERNET LINKS:

- www.recruiting.forces.gc.ca : Descriptions of military occupations
- www.camc.ca : Canadian Aviation Maintenance Council
- www.airforce.ca : Air Force Association of Canada
- www.cadets-air.qc.ca : Air Cadet League (Quebec-Ottawa Valley)
- www.cadets.ca : National Cadet Website
- www.cadets.net/est : Regional Cadet Website
- www.iacea.com : International Air Cadet Exchange Association
- www.navcanada.ca : NavCanada
- www.atac.ca : Air Transport Association of Canada

Aviation, a window to your future!



II. INTERVIEWS

A) GOALS

Preparing the Cadet for the interview has the following goals:

- To allow the candidates to better understand the nature of the interview and to prepare themselves accordingly;
- To improve the general knowledge of the candidates as well as their knowledge of the Cadet Movement; and
- To improve the overall performance of the candidates during the interviews.

B) INTERVIEWING COMMITTEES

The interviewing committees consist of at least three members based on the following representation :

- Two regular members of the league, normally directors (members of the sponsoring committees are excluded to prevent any allegations of a conflict of interest);
- A member of the military, preferably an officer who is a pilot (staff members of the squadrons are excluded for the same reasons); and
- Any other persons requested by the person in charge of the interviewing committees.

C) ROLE OF THE INTERVIEWING COMMITTEES

The primary role of the interviewing committee is to rank the candidates amongst themselves. An overall classification is therefore achieved, beginning with the highest ranked candidate.

Each member of the committee is called upon to voice his personal opinion regarding the candidates presented before the committee. By compiling the input of the entire panel, an overall interview mark is obtained for each candidate

D) EVALUATION CRITERIA

The observations of the interviewing committee will be numerous and diverse. In general, the committee will evaluate each candidate on appearance and responses to questions.

To be more precise, the committee will attempt to form an opinion based on the following points:

- ☒ **The Cadet's qualities.** Appearance, presentation, respect, etc;
- ☒ **Personal qualities.** Self-confidence, leadership, expression, tact, dynamism, attitude, analytical ability, etc;
- ☒ **Orientations.** Involvement at the squadron, studies, career choice, opinions of the Movement, future goals, motivation, etc.;