



# Joining Instructions

For cadets attending

## Advanced Aviation Technology Courses at Canadore College

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## INTRODUCTION

### PURPOSE

1. The purpose of these joining instructions is to provide cadets, and their parents, with the necessary information for course participation. They must be read in full, together with the specific annexes appropriate to the Cadet Training Centre (CTC) the cadet will be attending.

### COURSE DETAIL

2. Course location, dates and transportation details will be provided by the Commanding Officer of the home corps/squadron prior to commencement of the course. Transportation is generally arranged for cadets' arrival one day prior to commencement of the course, and departure one day following completion of training. Distance to destination, equipment scheduling and local CTC routines may dictate modification of that practice. Thus, it is important for parents to maintain close coordination with their cadets' local corps/squadron.

## GETTING READY

### CLOTHING AND EQUIPMENT REQUIREMENTS

3. Military and civilian clothing and equipment requirements are detailed in the joining instruction **Kit List (Annex B)**. All items should be clearly marked with name and initials in indelible ink.



4. Cadets **MUST** ensure that all DND-issued items of clothing, especially footwear, fit properly before departing for training. There are very limited facilities for clothing exchange at the CTCs. Any necessary clothing exchanges must be completed at the local corps/squadron.

5. There is no need for cadets attending training centres in Central Region to wear civilian clothing. Jeans only will be allowed and must not be defaced, cut, ripped, or have drawings, lettering or other adornment on them. They may be worn during non-training activities such as dances and relaxed periods, along with the training centre or other issued T-Shirt.

6. Personal storage space within CTC accommodations tends to be limited. Cadets are thus discouraged from bringing any items not specifically described in the relevant [Kit List \(Annex B\)](#). Bringing valuables of any sort (personal electronics, cameras, jewelry, cell phones, etc.) is done so entirely at the cadet's risk. Cadets are responsible for securing their own possessions and DND accepts no responsibility for personal property. All personal items should be documented on a [Personal Articles Log \(Annex C\)](#) which should accompany the cadet.

7. Army Cadets shall bring with them corps-issued Field Training Uniform (FTU) for use at CTCs

### MEDICAL AND DENTAL INFORMATION

#### Cadet Offers of Participation

8. Cadets must hand carry accepted "Offers of Participation" signed by their parent/guardian with them to their respective Cadet Training Centre. In addition, AATC Canadore requires signed waivers for cadets wishing to participate in [Tree Top Trekking](#) and [Bubble Soccer](#).

## Provincial Health Cards

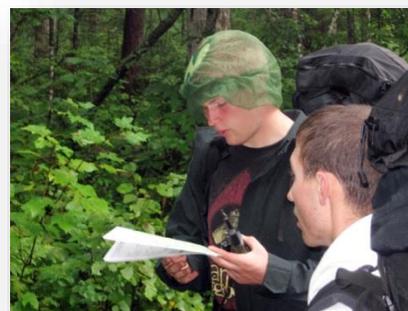
9. All cadets must have their valid provincial health card in their possession and be prepared to show it before boarding transportation. In the event the cadet is awaiting a new or replacement card, the Ontario Ministry of Health receipt (or other provincial equivalent) may be shown instead. If the card's expiry date falls within the cadet's course dates, it must be renewed prior to departure. Cadets who live outside of Ontario must have in their possession a legible photocopy of their personal or family health card issued by the respective province.

## Prescription Medication

10. Cadets requiring prescription medication must bring sufficient medication to last for their entire stay at the training centre. Medications will be logged in and retained by CTC staff, together with dispensing instructions. Although proper dosages and frequency are supervised by CTC staff, cadets are expected to be aware of, and understand, their own medication requirements. If prescription replenishment is likely to be required during the course, cadets must have in their possession the medication renewal prescription, the dosage, and sufficient funds to cover the cost of acquiring the medication. Canadian Forces Health Services will not pay for refilling prescriptions.

## Anaphylaxis Protocol

11. All cadets must have their valid provincial health card in their possession and be prepared to show it before boarding transportation. In the event the cadet is awaiting a new or replacement card, the Ontario Ministry of Health receipt (or other provincial equivalent) may be shown instead. If the card's expiry date falls within the cadet's course dates, it must be renewed prior to departure.



## Over-the-Counter and Patient Medicines

12. Cadets are not permitted to retain any non-prescription medications. Should circumstances warrant, CTC medical personnel will administer/make available appropriate medications.

13. Cadets allergic to insect stings or who may be prone to severe allergic reactions/anaphylaxis must bring their prescribed Anakit/Epi-pen/Allerject with them.

14. It is highly recommended that parents/guardians send daily medications in pre-packaged blister packs. This greatly assists training centre and medical staff in ensuring medication compliance. This is typically a service that pharmacies can accommodate with little to no cost.

## Medic-Alert Bracelets

### Eyeglasses

15. Lenses and frames are the personal property of the cadet. The Canadian Forces will not replace or repair lost or broken glasses. It is strongly recommended that the cadet or the parent have insurance coverage for repair/replacement of eyeglasses. In addition, cadets requiring eyeglasses shall have in their possession, two pairs of glasses and a copy of the prescription. Cadets are responsible for the safety of their eyeglasses and must exercise all due diligence in preventing loss or damage (wearing retaining straps etc.). If it is determined that the cadet was on duty and all due diligence was exercised by the cadet to prevent loss/damage, a claim against the crown may be submitted.

Note: cadets are NOT permitted to wear contact lenses if attending the International Exchanges or Marksmanship courses conducted at Connaught CTC.

## Immunization

16. It is important that cadets attending CTCs have up-to-date immunization for age, in accordance with their provincial standards, as well as meningococcal immunization. It is advised that cadets bring immunization records with them to CTCs.
17. Immunizations will not be provided by Canadian Forces Health Services.
18. Cadets could be excluded from training during certain infectious disease outbreaks if the cadet is not immunized against that communicable disease.
19. For more information on Immunization in Ontario, please visit the website for Ontario's Ministry of [Health and Long-Term Care](#).

## GETTING THERE

### TRANSPORTATION ARRANGEMENTS

20. Transportation to and from the CTC is provided at no expense to the cadet or family and is generally via charter motor coach. Out-of-region travel may be provided by rail or by military or commercial air transport. The Movements Officer of the appropriate Regional Cadet Support Unit arranges all transportation for cadets. This information, including the pick-up location, is then passed to corps/squadron Commanding Officers for onward dissemination to cadets and parents/guardians. Cadets shall travel to and from training centres in uniform.



21. Cadets travelling by rail or air **MUST** carry [government-issued identification](#). For air travel, as a minimum, cadets under age 16 must have either one piece of photo identification or two pieces of identification, one of which specifies gender and date of birth. Such documents as a health card or birth certificate satisfy this requirement. Cadets aged 16 and over must have identification with photo. In both circumstances, a valid passport fulfills the requirements. School identification or corps/squadron ID cards are not accepted. Cadets whose 16th birthday falls within their camp period will be required to hold the higher level of documentation for their homeward journey.

22. Under the Government of Canada's [Passenger Protect](#) program, for all air travel, full legal names must be used. Cadets' names as registered with their home

corps/squadron **MUST** match the identification being carried. Discrepancies such as short forms or nicknames, use of a middle name, surnames assumed by the cadet instead of their legal name, or spelling errors may result in denied boarding. Additional details about the [Passenger Protect](#) program are available from [Transport Canada](#).

23. Personal luggage must be clearly marked with a duplicate tag placed inside the container (duffle bag, suitcase, kit bag). Luggage restrictions may apply to cadets travelling by air. Please consult the travel order received and the transporting airline. Details regarding checked and carry-on luggage may be obtained from the [Canadian Air Transport Security Authority \(CATSA\)](#).

24. Parents/Guardians bringing their son/daughter to the training centre must ensure that the corps/squadron Commanding Officer is so informed in advance, and should plan their journey to arrive at the CTC Operations Centre no earlier than 1000 hours (10:00 am) and no later than 1400 hours (2:00 p.m.) of the reporting-in day, which is generally the day before the course start date. Individual CTC arrival timings may vary, as detailed in each Annex.

25. Meals appropriate to the time of day are normally provided on route if cadets' travel extends over a meal period. In the event cadets are required to purchase a meal if approved in advance through the Training Centre Orderly Room, receipts must be obtained for reimbursement purposes upon arrival at the training centre.

26. All parents/guardians must complete a [Cadet Transportation Form \(Annex E\)](#) to assist Movements staff in planning return transportation. The form should accompany the cadet to the CTC. Parents/Guardians intending to retrieve their son/daughter/ward at the completion of training **MUST** inform the training centre in advance to prevent unnecessary transportation arrangements for their son/daughter/ward.

27. Cadets are not permitted to bring private motor vehicles of any type to the training centre.

### PRE-DEPARTURE CHECK

28. In preparing for departure, all cadets must assemble the following items to bring with them.

- a. Provincial Health Card. (see [para 11](#));
- b. Personal identification (see [para 23](#));
- c. Completed **Personal Articles Log** (as required) ([Annex C](#));
- d. Prescriptions for eyeglasses ([see para 17](#));
- e. Prescribed medications (see [para 12](#));
- f. Completed OTC/Prescribed Medications List that includes dispensing information (dosage, frequency) ([Annex D](#));
- g. Completed **Cadet Transportation Form** ([Annex E](#));
- h. Completed **Leave/Pass Authorization Form** (as applicable) ([Annex F](#));
- i. Completed Code of Conduct – Course Cadets ([Annex G](#));
- j. Long-distance calling card (suggested, for cadets to call home periodically); and
- k. Pocket money for incidental personal expenses (canteen snacks, souvenirs, etc., \$15 - \$20 per week suggested);

## TRAINING CENTRE ROUTINES

### IN-CLEARANCE

29. All cadets are processed through an in-routine upon arrival and will be required to provide the following:

- a. Name;
- b. Course attending;
- c. Health card (confirmation cadets have it in their possession);
- d. Eyeglass and other prescriptions (if applicable);
- e. List of medications (if applicable);
- f. Any travel documents/tickets; and
- g. **Cadet Transportation Form** particularly if requesting early departure.



30. Arriving cadets are subject to a brief interview and health screening examination by medical personnel to help inhibit the possibility of migrating any contagious or communicable condition to other personnel and to ensure the cadet is medically fit for training.

31. Personal luggage will be subject to inspection upon arrival to ensure that unsafe or prohibited items are not brought into the training centre. Staff will also inspect to be sure that cadets have the necessary items to successfully complete training.

## **TRAINING CENTRE SERVICES AND FACILITIES**

32. Central Region CTCs utilize a mix of permanent structures for sleeping accommodation, instructional and administrative functions. Blackdown and Connaught CTCs employ semi-permanent softwall shelters for instructional and sleeping quarters. Trenton CTC employs permanently erected single-storey modular quarters. Advanced Aviation course cadets are housed in college student residences, and HMCS ONTARIO cadets occupy student quarters at the Royal Military College of Canada.

33. Cadet accommodations are multi-occupant, gender-specific and access-restricted. Sleeping equipment consists generally of two-tier bunk beds. All bedding (sheets, blankets, pillows) is provided. Security for cadets' personal belongings is provided by "barracks boxes" or lockers similar to those in school. Cadets are expected to bring their own padlocks.

34. Meals are served to cadets in a cafeteria style mess-hall environment three times daily. CF facilities do not offer allergen-free foods or food preparation conditions, and cannot ensure avoidance of certain ingredients in food preparation. Whenever possible, foods containing or prepared with identified possible allergens (e.g. nuts, dairy, shellfish) are so identified when served; however, under Director Food Services policy, it remains the individual's responsibility to monitor their own food intake to avoid an allergen.

35. Personal stocks of foodstuffs (snacks, confections, beverages) are discouraged and in some CTCs, prohibited in living quarters. Prevailing seasonal weather conditions promote early spoilage and the presence of foodstuffs tends to attract vermin and insect pests. Foodstuffs and beverages brought to the Training Centre are subject to confiscation and possible disposal.

## **MEDICAL AND DENTAL CARE**

### **Medical Services**



36. Each Training Centre is staffed with medical personnel, including a physician during training hours, to provide a first-response level of medical services intended to deal with minor injuries and routine medical conditions. When necessary, individuals may be referred to local civilian medical facilities for more comprehensive diagnosis and/or treatment.

### **Dental Services**

37. Emergency dental care is available in the event of accident or injury. No dental care beyond the emergency level is provided.

### **TELEPHONES**

38. Personal calls may not be made from DND telephones. Commercial pay telephones are conveniently located in the common areas of each Training Centre. If desired, the cadet may bring a Calling Card, Prepaid Phone Card, etc., to make phone calls at parent / guardian / cadet expense. In emergency circumstances, CTC staff will initiate telephone calls to cadets' homes at government expense. In the event of urgent or

emergency circumstances requiring parents to contact cadets, they may do so by calling the appropriate CTC duty centres as listed in each of the Training Centre annexes.

## **POSTAL SERVICES**

39. Postal deliveries and pickups occur daily at the Training Centres. Cadets desiring to mail letters should bring a supply of postage stamps. Additional stamps are available for purchase at cadet canteens. Parents wishing to send mail to their sons/daughters or to a Training Centre headquarters should refer to address instructions in the Training Centre Annex specific to the one their children attend.

## **LAUNDRY**

40. Laundry services vary from centre to centre. Fully equipped laundry facilities are available. Pressing facilities (irons provided) are available on a "do-it-yourself" basis. Cadets must clearly mark their name on all items of clothing (inside collars and waistbands) using non-soluble ink.

## **CANTEEN**

41. Canteen with snack bar and retail outlet are available for the purchase of soft drinks, confections, hygiene items, shoe polish, souvenirs and items of clothing such as Training Centre T-shirts. All merchandise is modestly priced and the profits are devoted to providing amenities for the cadets.

## **WORSHIP SERVICES AND SPIRITUAL GUIDANCE**

42. Each CTC maintains a multi-denominational staff of chaplains in making every effort to meet the needs of all religious denominations. The centres provide both Protestant and Roman Catholic services for those cadets wishing to attend. Those cadets seeking a service within their own faith are encouraged to approach the Training Centre chaplains for assistance.

## **CADET BANKING**

43. For the security of cadet's monies, the Training Centres, except Advanced Aviation locations, provide an on-site banking service. Cadets are encouraged to deposit any large amounts of money upon arrival and withdraw money as required to provide for one or two days' spending. It is emphasized that there are absolutely no mandatory charges associated with attendance at a CTC. Cadets, however, may wish to purchase such items as caps, T-shirts, fleece jackets, soft drinks or confections. They are responsible for personal hygiene materials including soap, shampoo etc. Cadets are also responsible for their own haircuts. Barbering services are made available at each CTC.

44. There are no ATMs (commercial banks' Automated Teller Machines) located within Training Centres. However, cadets holding their own personal banking or ATM cards may be provided periodic opportunities to access an ATM at nearby commercial or on-base locations. The Advanced Aviation Technology courses, being housed in a community college campus, have ATM service onsite.

## **TRAINING BONUS**

45. Course cadets may qualify for a training bonus (amount to be determined) per day starting on the first day of training, to a maximum amount per week. The bonus is paid in installments, at the end of one and three weeks' training and (for six-week courses) upon completion of the course. When a cadet is, for any reason, unable to finish the authorized activity and is returned to his or her unit (RTU), entitlement for the training bonus shall be determined on a per-diem basis for each completed day of training.

## **VISITS, LEAVE AND PASSES**

46. Cadets attending a training centre are considered undergoing training. Parents are reminded that training occurs six days a week commencing at 0600hrs daily and concluding at 2000hrs following a varied and active training day. Each training day is a stepping stone for the next and is therefore important. Parents are thus

strongly encouraged to confine any visits to evening hours or weekends, according to the specific variations at each CTC described in their respective Annexes, and to limit the frequency of those visits.



47. If there are special restrictions (e.g. due to court orders, custody issues, etc.) or changes in authorization of who may take a cadet on leave, this information must be documented in FORTRESS through the home corps/squadron. If circumstances change during training, the CTC should be contacted directly by means of the contact information at Annex A below.

48. Leave periods vary according to the training requirements at each CTC and parents should consult their respective Annexes before making any travel plans. Cadets are required to be in uniform when departing and returning to the Training Centre.

## ONLINE AND COOPERATIVE EDUCATION

49. Cadets who are on a six week course who enrolled in the Upper Canada District School Board summer cooperative education program will be able to earn up to two-co-op credits for high school. Cadets will be given time during their course and assistance in order to complete the co-op program. The program runs from 3 July – 10 August 2018.

## PERSONAL APPEARANCE

50. The standards of personal dress, appearance and grooming shall be such as to reflect credit on the individual and on the Canadian Cadet Organization as a whole. The following regulations are extracted from Canadian Forces Dress Regulations and Cadet Dress Regulations. They are not intended to be overly restrictive, but to ensure the maintenance of high a standard of grooming consistent with military standards while also recognizing the standards of Canadian society and the traditional privileges, which have proven their value in fostering group identity and morale. The regulations are reasonable, enforceable, assure a favourable military image, and yet permit some individuality.

### Hair Style – Male Personnel

51. As guidelines, hair shall be:

- a. neatly groomed;
- b. taper-trimmed at the back, the sides, and above the ears, to blend with the hairstyle. A straight cut at the neck is permissible when the tapered appearance is maintained;
- c. not more than 15 centimetres (6 inches) in length and short enough so that when hair is groomed and headdress removed, no hair touches the ears or collar, or falls below the top of the eyebrows. The distance of the hair from the collar for the average man should be 2.5 centimetres (1 inch) but this may vary according to whether the individual has a short or long neck; and
- d. not greater than 4 centimetres (1½ inches) in bulk at the top of the head with the bulk gradually decreasing from the top to blend with the tapered trimmed sides and back; and does not interfere with the proper wearing of any military headdress.



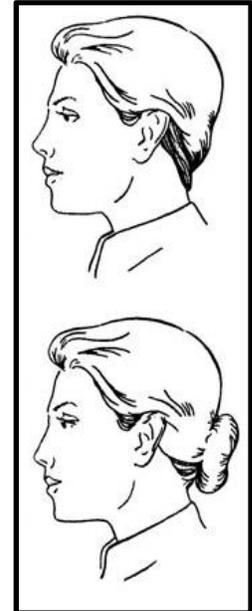
52. Male cadets are expected to be clean-shaven. Reasonable medical or religious considerations will be accommodated. Sideburns shall:

- a. not extend below the point where the top of the ear lobe joins the face;
- b. be squared off in a horizontal line at the bottom edge; and
- c. be taper-trimmed to conform to the overall hairstyle and of even width.

### Hair Style – Female Personnel

53. Hair shall be kept neat and well groomed and shall not extend below the lower edge of the jacket collar. Varying hairstyles, straight or curled are permitted within these limits but exaggerated or bizarre styles including those with excessive fullness or extreme height are not authorized. In no case shall the bulk of the hair interfere with the proper wearing of military headaddress. Hair ornaments shall not be worn. Bobby pins, hairpins and similar items used to secure the hair shall not be visible.

54. Braids, if worn, shall be styled conservatively and tied tightly, secured at the end by a knot or a small-unadorned fastener. A single braid shall be worn in the centre of the back. Double braids shall be worn behind the shoulders. Hair shall be a maximum length when gathered behind the head and braided which does not extend below the top of the armpit. Multiple braids and/or cornrows shall be directed toward the back of the head, pulled tight to the head and secured at the end by a knot or a small-unadorned fastener. Multiple braids extending below the lower edge of the collar are to be gathered in a bun.



### Make-Up – Female Personnel

55. Make-up shall be conservatively applied when in uniform. This precludes the use of false eyelashes, heavy eyeliner, brightly coloured eye shadow, coloured nail polish and excessive make-up.

### Jewelry

56. The wearing of jewelry by personnel in uniform is restricted. Wrist watches, ID or Medic Alert bracelets are permitted. A maximum of two rings may be worn provided that they are not of a gaudy or costume nature. Personnel in uniform shall not wear necklaces or chains about the neck. Females may wear only a single pair of plain gold, silver stud or white pearl earrings in pierced ears. A healing device of similar size not to exceed 0.6 cm. in diameter and spherical in shape may be worn while ears are healing after piercing. Only a single earring or healing device, worn in the centre of each ear, may be worn at a time.

### DISCIPLINE AND DEPARTMENT



57. Regulations and standards have been developed to ensure the safety, efficiency and well-being of everyone. These requirements are not difficult to meet, and a willingness to abide by the rules will contribute greatly towards an enjoyable summer for all cadets. When regulations are ignored, it causes unreasonable hardship for both cadets and staff, and must be addressed through remedial or disciplinary action.

58. Upon arrival at the CTC, cadets are required to sign a [Cadet Code of Conduct](#) declaration in which they acknowledge the standards of conduct and behaviour expected of them while participating in training.



## SMOKING

59. Central Region Cadet Training Centres are smoke-free environments. As such, cadets are prohibited from smoking while attending all Central Region CTCs. Government policy forbids smoking inside DND buildings or while riding in any DND vehicles or aircraft.

## CONTROLLED SUBSTANCES (DRUGS AND ALCOHOL)

60. Cadets are prohibited from buying, consuming, or having in their possession alcoholic beverage of any sort. Cadets are prohibited from buying, selling, using or being in possession

of any narcotic or hallucinogenic substance. Anyone suspecting another of using or being in possession of drugs or alcohol is obliged to advise their supervisor immediately. Central Region adheres to a zero-tolerance policy with regard to the misuse of controlled substances, and any cadet so involved may be subject to immediate RTU and possible criminal investigation/charges.

## FRATERNIZATION

61. Cadet Training Centres embody three groups of individuals: course cadets, staff cadets, and adult staff (including Officers, Civilian Instructors and non-commissioned members of the Regular Force, Primary Reserve and/or COATS.) Fraternization, that is, inappropriate interactions as defined in CATO 15-22, among any of these categories is not permitted. Living quarters are gender-exclusive and are off limits to members of the opposite sex. Failure to comply will not be tolerated and may result in personnel being RTU.

## RETURN TO UNIT (RTU)

62. A cadet may be Returned to Unit (RTU) for serious disciplinary problems, medical reasons, upon parental request, as a training failure or when determined by the Commanding Officer of the CTC, to be in the best interest of the cadet. The RTU procedure may commence on very short notice. It is imperative, therefore, that the parent/guardian's whereabouts are known by the corps/squadron Commanding Officer at all times. It is also important that parent/guardians have accurately specified contact numbers including alternate contacts when accepting offers to participate in training or activities. Home corps/squadrons will include/amend information in FORTRESS regarding contact person(s). Undue delay in returning home may place unnecessary stress on the cadet.

## GRADUATION AND RETURNING HOME

63. Each Training Centre conducts a full ceremonial review Graduation Parade at the conclusion of each two, three, and six-week training serial. Parents and friends are welcome, and encouraged, to attend. Dates are course-specific and individual parade schedules and locations are detailed in each of the CTSCs' individual annexes.

64. Cadets do not depart immediately following graduation parades. Pre-departure out-clearance procedures and transportation arrangements are planned well in advance of the scheduled departure dates. Further, due to the large number of cadets departing in a short time frame, a rigid departure plan must be maintained.

65. It is imperative that parents desiring an early departure with their sons/daughters **advise the Training Centre well in advance**. In order to expedite the process and in an attempt to reduce lengthy delays, parents are obliged to complete the Cadet Transportation Form submitted as part of their cadets' In-Routine. If



circumstances change, a substitute form may be sent by fax or mail to the Training Centre, or arrangements may be made by telephone.

66. Parents, or those adults designated by parents as the person authorized by them to transport the cadet home, are obliged to ensure they have adequate identification on their person and that they are indeed the parent or individual identified in FORTRESS or on Cadet Offers of Participation. CTC staff are obliged to exercise due diligence and not release a cadet to anyone's custody without the proper parental authorization and confirmation of identity.

67. As detailed in paragraph 22 earlier in this instruction, transportation from the CTC is provided at no expense to the cadet or family. All travel instruction detailed earlier in this instruction apply to home-bound travel as well. Cadet transportation generally terminates at the same location outbound transport originated.

### **CTC CONTACTS AND GRADUATION PARADE SCHEDULES**

68. CTC contact information and Graduation Parade schedules are detailed in the following Annexes specific to each CTC.

### **ANNEXES**

- Annex A - Cadet Training Centre specific information
- Annex B - Kit List
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**ADVANCED AVIATION TECHNOLOGY COURSES:  
AIRCRAFT MAINTENANCE & AIRPORT OPERATIONS**

**CONTACT INFORMATION**

a. Telephone:

Duty Officer: 705-845-5721  
Secondary: 705-790-8961  
Fax: 705-303-4343  
Email: [AATC-CTAA@cadets.gc.ca](mailto:AATC-CTAA@cadets.gc.ca)

b. Mail – Headquarters:

*Addressee*  
Advanced Aviation Training Course  
c/o Canadore College Residence  
100 College Dr  
North Bay ON P1B 8K9

c. Mail – Personal

COURSE CADET *Cadet's Given Name/Initials and Surname*  
*Cadet's Course Name and (if known) Flight No.*  
Advanced Aviation Training Course  
c/o Canadore College Residence  
100 College Dr  
North Bay ON P1B 8K9

d. Facebook and Messenger: <https://www.facebook.com/AATCCadets/>  
Twitter: @AATCCadets

**COURSE DATES**

<b>COURSE TITLE</b>	<b>BEGINS</b>	<b>ENDS</b>
Advanced Aviation Course – Airport Operations	8 Jul 18	17 Aug 18
Advanced Aviation Course – Aircraft Maintenance	8 Jul 18	17 Aug 18

**GRADUATION PARADES**

<b>COURSE TITLE</b>	<b>PARADE DATE</b>	<b>TIME</b>
Advanced Aviation Course – Airport Operations	17 Aug 17	0900hrs
Advanced Aviation Course – Aircraft Maintenance	17 Aug 17	0900hrs

**DRIVING DIRECTIONS**

Course cadets are accommodated in the student residences at Canadore College.

For parental drop-off at commencement of training: [MAP](#)

**Route from the south**

- Route via Highway 400 North through Barrie.
- At approx. distance marker 104, follow ramp to Highway 11 North. (Orillia/North Bay)
- Proceed North 239 km to North Bay, and merge onto Hwy. 17 West.
- Continue West 6.1 km on Hwy. 17 to Gormanville Rd.



- Turn North (left) and proceed 300 m to College Dr.
- Turn West (left) and proceed 1.6 km to Monastery Rd.
- Turn left onto the campus and proceed approx. 300 m.

### **Route from the EAST**

- Route via Highway 17 (Trans Canada Highway) West to North Bay.
- At Twin Lake Rd., proceed through exit 344 diverging right and continue on Hwy 11/17 West (Sudbury) for 6.1 km to Gormanville Rd.
- Turn North (left) and proceed 300 m to College Dr.
- Turn West (left) and proceed 150 m on College Drive.
- Turn right into laneway between 1<sup>st</sup> and 2<sup>nd</sup> residence building.
- Continue straight on the laneway between the two buildings and turn left after passing the left hand building. Park in the
- Park in the lot and walk on foot to the front of 17 College Drive, the white 6 story residence.

### **Route from the WEST**

- Route via Highway 17 East to North Bay.
- Approaching Highway 17B/Main St., continue 2.7 km east on Hwy 17 to Gormanville Rd.
- Turn North (left) and proceed 300 m to College Dr.
- Turn West (left) and proceed 150 m on College Drive.
- Turn right into laneway between 1<sup>st</sup> and 2<sup>nd</sup> residence building.
- Continue straight on the laneway between the two buildings and turn left after passing the left hand building. Park in the
- Park in the lot and walk on foot to the front of 17 College Drive, the white 6 story residence.

### **To attend the graduation parade:**

- Route to the North Bay area as above.
- On Highway 11/17, proceed to O'Brien St.
- Turn North and proceed 400 m to Airport Rd.
- Turn Northeast (right) and proceed 3.2 km to Airport Way.
- Turn North (left) and proceed 400 m to Aviation Ln.
- Turn left, proceed 500 m to Aviation Ave. And enter the Canadore parking lot

## **AMPLIFICATIONS AND ADDENDA**

### **BANKING**

Course Cadets are discouraged from bringing large sums of cash with them. Periodic off-campus visits provide access to major bank ATMs and instalments of the cadets' training bonus will be paid in cash to provide sufficient pocket money. For those preferring not to spend their training bonus, a limited cadet banking service will be provided. The final training bonus instalment will be paid by cheque at the conclusion of the course.

## LAUNDRY

Laundry facilities are provided free of charge for cadets to tend to their own laundry needs. Since the availability of laundry detergents will be coordinated through directing staff, the carrying of laundry products in luggage is not recommended.

## VISITS AND LEAVE

Course Cadets are not permitted to leave the campus during training hours 0800-1600 hours (8:00a.m. to 4:00 p.m.) Monday through Saturday. Weekend visits are preferable after second weekend for those parents, relatives or parentally authorized friends wishing to do so, and are permitted after 1600 hours (4:00 p.m.) Saturday and from 1000 – 2000 hours (10:00 a.m. to 8:00 p.m.) Sunday.

## CIVILIAN CLOTHING

Civilian smart casual or casual attire for off-duty wear is permitted. The following items are deemed acceptable:

- ✓ Shirts with collars (golf shirt style)
- ✓ T-shirts with sleeves, provided that they are plain, solid colour or with a ship's/company/corps/squadron crest or logo or discrete manufacturers' emblems or slogans within generally-accepted standards of morality and good taste. Apparel with offensive or otherwise inappropriate slogans is not permitted.
- ✓ Jeans – Only jeans in good repair, preferably blue or black denim. Torn, frayed, embellished (written-upon, painted, spangled, etc.) or low-rider garments are not permitted.
- ✓ Khaki or cotton shorts
- ✓ Khaki or cotton slacks
- ✓ Sport shorts for sporting or waterfront activities, or as directed by AATC-Canadore OC

The following items are not acceptable:

- ✗ Tank tops;
- ✗ Tube tops;
- ✗ Halter tops;
- ✗ Cut-off shorts;
- ✗ Flip-flops – only to be worn while in barracks, shower, etc.;
- ✗ Torn or worn clothing;
- ✗ Short tops showing midriff;
- ✗ Stretchy, tight fitting pants;
- ✗ Inappropriately adorned T-shirts

## IDENTIFICATION

Airport Operations Course candidates will require government-issued identification in order to comply with airside and internal security policies when touring airport facilities.

## KIT LIST

Airport Operations Course candidates may participate in a mock emergency exercise and thus require one set of old clothes specific for this activity. It is possible this clothing will be subject to abnormal wear and tear; thus the clothing to be used should be considered dispensable.



<b>RELEASE OF LIABILITY, WAIVER OF CLAIMS, ASSUMPTION OF RISKS AND INDEMNITY AGREEMENT</b>			
<b>BY SIGNING THIS DOCUMENT YOU WAIVE CERTAIN LEGAL RIGHTS, INCLUDING THE RIGHT TO SUE. PLEASE READ CAREFULLY!!!</b>			Initial
<b>TREETOP TREKKING AERIAL COURSES IN THE FOREST</b>			
Date: _____		Location : Deerhurst Resort, Huntsville Ontario	
First name of participant		Last name	
Address		City	Province
Postal Code	Telephone number		Date of Birth
Emergency Contact		Allergies (Life Threatening)	
Medical Conditions		Medications	

**TO: TREETOP TREKKING DEERHURST INC.** and **SKYLINE DEERHURST RESORT INC.** and their respective affiliates, directors, officers, employees, agents, volunteers, independent contractors , representatives, successors and assigns (collectively hereinafter referred to as the "RELEASEES").

**DEFINITIONS**

- The term "Activities" shall include all activities, events or services provided, arranged, organized, conducted, sponsored or authorized by the RELEASEES and shall include, but is not limited to participating in aerial adventure park courses, tree huggin' tree climbing, zip-lines, hiking, observing or otherwise moving on or around the premises of the

RELEASEES or any other such activities, events or services in any way connected with or related to the RELEASEES.

**SAFETY ACKNOWLEDGMENT**

- I acknowledge that I am required to wear the provided and approved harness and helmet and/or other safety equipment while participating in the Activities. I am aware that there are Guides available to answer any questions I may have about the proper use of the equipment. I am aware that the physical exertion required to participate in the Activities and

the forces exerted on the body can activate or aggravate pre-existing physical injuries, conditions or congenital defects. I acknowledge that the level of participation is at all times completely up to the individual and I am the best and only judge of my degree of ability to participate in the Activities and I am conscious of the risks which I am exposing myself to voluntarily and with full knowledge of the facts.

- I acknowledge having read the reverse of this document titled "**PARK REGULATIONS**" and I attest that I will attend the Mandatory Safety Orientation and devote my utmost attention to learning and applying all safety requirements and rules for participating in the Activities.

**ASSUMPTION OF RISKS**

- I am aware that participation in the Activities involves inherent risks, dangers and hazards including, but not limited to slips and falls, falls from heights, difficult natural and/or man-made terrain, the use of ladders, adventure courses and zip-lines, impact or collision with trees, platforms or other natural or man-made objects, collision with other participants,

guides or spectators, the failure to remain within designated areas, negligence of other participants and **NEGLIGENCE ON THE PART OF THE RELEASEES, INCLUDING THE FAILURE ON THE PART OF THE RELEASEES TO TAKE REASONABLE STEPS TO SAFEGUARD OR PROTECT ME FROM THE RISKS, DANGERS AND HAZARDS OF PARTICIPATING IN THE ACTIVITIES. I FREELY ACCEPT AND FULLY ASSUME ALL SUCH RISKS, DANGERS AND HAZARDS AND THE POSSIBILITY OF PERSONAL INJURY, DEATH, PROPERTY DAMAGE AND LOSS RESULTING THEREIN.** I am also aware that the risks, dangers and hazards referred to above exist throughout the Park and may be uncontrolled, unmarked and not inspected.

**RELEASE OF LIABILITY, WAIVER OF CLAIMS AND INDEMNITY AGREEMENT**

- In consideration of the RELEASEES agreeing to my participation in the Activities and permitting my use of their adventure park systems, equipment, parking and other facilities and for other good and valuable consideration, the receipt and sufficiency of which is acknowledged, I HEREBY AGREE AS FOLLOWS:

(a)	<b>TO WAIVE ANY AND ALL CLAIMS that I have or may in the future have against the RELEASEES and TO RELEASE THE RELEASEES from any and all liability for any loss, damage, injury including death, or expense that I may suffer, or that my next of kin may suffer, either directly or in directly as a result of my participation in the Activities and my use of the premises and facilities, DUE TO ANY CAUSE WHATSOEVER, INCLUDING NEGLIGENCE, BREACH OF CONTRACT, OR BREACH OF ANY STATUTORY OR OTHER DUTY OF CARE, INCLUDING ANY DUTY OF CARE OWED UNDER THE OCCUPIERS' LIABILITY ACT, R.S.O. 1990, c.O.2, ON THE PART OF THE RELEASEES, AND FURTHER INCLUDING THE FAILURE ON THE PART OF THE RELEASEES TO TAKE REASONABLE STEPS TO SAFEGUARD OR PROTECT ME FROM THE RISKS, DANGERS AND HAZARDS OF PARTICIPATING IN THE ACTIVITIES .</b>	Initial
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- TO HOLD HARMLESS AND INDEMNIFY THE RELEASEES for any claims or demands resulting from any property damage or personal injury to any third party, which might be made against the RELEASEES resulting from my participation in the Activities and my use of the aerial park, equipment, premises or facilities.
- That this agreement shall be effective and binding upon my heirs, next of kin, administrators, assigns and representatives, in the event of my death or incapacity.
- That this agreement shall be governed and interpreted in accordance with the laws of the Province of Ontario and any litigation involving the parties shall be brought within the Province of Ontario, and
- In entering into this agreement, I am not relying on any oral or written representations or statements made by the RELEASEES with respect to the safety of the Activities, other than what is set forth in this agreement.

**I HAVE READ AND UNDERSTAND THIS AGREEMENT. BY SIGNING THIS AGREEMENT, I ACKNOWLEDGE THAT I AM AGREEING TO THE FOLLOWING:**

- THAT I AM ASSUMING ALL RISK OF INJURY, LOSS OR DAMAGE WITH RESEPECT TO THE AERIAL PARK, THE EQUIPMENT, THE ACTIVITIES AND THE USE OF



- THE PREMISES AND FACILITIES;**
- (ii) **THAT I AM WAIVING ANY AND ALL CLAIMS ARISING FROM ANY CAUSE WHATSOEVER AGAINST THE RELEASEES, ON BEHALF OF MYSELF AND MY HEIRS, SUCCESSORS AND ASSIGNS; AND**
  - (iii) **THAT I WILL INDEMNIFY THE RELEASEES IF ANY SUCH CLAIMS ARE BROUGHT AGAINST THEM.**

Signature of Participant	Signature of Parent or Guardian (if participant is under 18 years old)
Signature of TREETOP Witness	<b>THIS AGREEMENT MUST BE COMPLETED IN FULL, INITIALED, DATED, SIGNED AND WITNESSED BY US PRIOR TO PARTICIPATION IN THE ACTIVITIES!!!</b>

## PARK REGULATIONS

### Participants must observe the following points:

1. I must participate in the safety orientation before attempting the aerial courses or zip-lines.
2. Except when I am moving my safety lines between cables, I must always **REMAIN ATTACHED TO THE CABLES BY 2 CARABINERS. I MUST NEVER DETACH BOTH CARABINERS AT THE SAME TIME.**
3. I must observe the coloured tape attached to the cables and attach the carabiners to the correct cables.
4. I must respect any decision of the Park Guides.
5. Coloured bracelets are distributed according to the age and the height of each participant. I must wear the bracelet given to me at all times while participating in the Activities.
6. Children under the age of 15 years must be accompanied by an adult.
7. There must be no more than 2 participants on a platform at a time, and no more than 2 participants on a game at a time. **THERE MUST BE NO MORE THAN 1 PERSON ON OR ATTACHED TO A ZIP-LINE AT A TIME.**
8. It is formally forbidden to smoke anywhere in the Park.
9. It is forbidden, except with authorization to walk underneath the courses (outside of the trail).
10. I must respect my designated return time to the chalet.
11. Pregnant women and individuals with heart conditions should not participate in the Activities.
12. Individuals who are overweight and/or in poor physical condition should be conscious of their well-being while participating in the Activities and should cease participation if necessary.
13. **RAIN CHEQUES** will be provided if the Lead Guide determines that climbing cannot continue.
14. Treetop Trekking Deerhurst Inc. and its Guides reserve the right of exclusion, with no other form of warning or reimbursement, of any person who does not respect the Park Regulations and other rules.

We have implemented all means and personnel necessary to ensure your safety, but this also depends on your attitude in regards to respecting the instructions that have been clearly explained.

It is strongly advised before beginning the Activities that you tie back long hair, wear sport shoes and comfortable clothing. You are in a forest environment. The RELEASEES are not responsible in the case of marks or tears to clothing and shoes sustained in the courses. The RELEASEES reserve the right to interrupt the activities if they judge that the weather conditions demand it (see conditions of exchange at the cash).

In case of doubt about any matter, do not hesitate to ask for advice from the Guides.

### Cancellation / Refund policy - Individual and Group Policy

Cancellation 3 days or less from reserved date = no refund; 4 days to 30 days = 50% refund; 31 days to 59 days = 80 % refund **unless rebooked – one rebooking opportunity only.**

If the number of climbers in your group is less than the number reserved, you will be charged for the full number reserved.

Initial

## **ACKNOWLEDGMENT**

**I AM IN GOOD PHYSICAL AND MENTAL HEALTH AND DO NOT SUFFER FROM ANY HANDICAPS OR PHYSICAL CONDITIONS THAT COULD CONSTITUTE A DANGER TO MYSELF OR OTHERS AS A RESULT OF MY PARTICIPATION IN THE ACTIVITIES, AND I ACCEPT TO PARTICIPATE IN THE ACTIVITIES FREELY.**

**I AM \_\_\_\_\_ YEARS OLD.** IF I AM UNDER THE AGE OF 18, I HAVE THE WRITTEN PERMISSION OF MY PARENTS TO PARTICIPATE IN THE ACTIVITIES AND A PARENT OR GUARDIAN HAS SIGNED BELOW.

**Signature of participant:** \_\_\_\_\_

**Signature of parent or guardian:** \_\_\_\_\_

# Bubble Soccer Player Waiver

## WAIVERS OF LIABILITY

**RELEASE OF LIABILITY, WAIVER OF CLAIMS, ASSUMPTION OF RISKS AND INDEMNITY AGREEMENT  
BY SIGNING THIS DOCUMENT YOU WILL WAIVE CERTAIN LEGAL RIGHTS, INCLUDING THE RIGHT TO SUE.**

## PLEASE READ CAREFULLY

In consideration for allowing me to participate in any or all events and related activities of the Pro Sports Bubble Soccer, I hereby warrant and agree that:

- I am familiar with and accept that there is always the risk of serious injury and death resulting in participation in any participation in any organized recreational activity particularly those involving contact and non contact sports, fitness activities offered as part of the program of the Pro Sports Bubble Soccer; and
- I have satisfied myself, and believe, that I am physically, emotionally and mentally able to participate in this program, and that my equipment is appropriate for use in this program; and
- I understand that all applicable rules for participation must be followed and that at all times the sole responsibility for personal safety remains with me; and
- I will immediately remove myself from participation, and notify the nearest official, if at any time I sense or observe any unusual hazard or unsafe condition or if I experience any deterioration in my physical, emotional or mental fitness, or that of my equipment, or exceed my comfort level, for continued participation in any event or related activity

**I UNDERSTAND AND AGREE, ON BEHALF OF MYSELF, MY HEIRS, ASSIGNS, PERSONAL REPRESENTATIVES AND NEXT OF KIN THAT MY EXECUTION OF THIS DOCUMENT CONSTITUTES:**

- AN UNQUALIFIED ASSUMPTION BY ME OF ALL RISKS associated with my participation in any or all of the events and related activities of the Pro Sports Bubble Soccer even if arising from the negligence or gross negligence, including any compounding or aggravation of injuries caused by negligent rescue operations or procedures, of Pro Sports Bubble Soccer and Pro Sports Management, any event organizer, event venue; or in transportation to and from such events and activities, and
- A FULL AND FINAL RELEASE AND WAIVER OF LIABILITY AND ALL CLAIMS that I have or may in the future have, against Pro Sports Bubble Soccer and Pro Sports Management, all event sponsors, event venues, and their respective directors, officers, employees, coaches, leaders, contractors agents and representatives, advertisers,



volunteers, others participating in any capacity, (all of whom are collectively referred to as “the Releases”) from any and all liability for any loss, damage, injury or expense that I may suffer as a result of my use of or my presence at event facilities, or my participation in any part of, or presence at, any or all of the events and related activities of the Releasee due to any cause whatsoever, INCLUDING NEGLIGENCE, GROSS NEGLIGENCE, BREACH OF CONTRACT, OR BREACH OF ANY STATUTORY OR OTHER DUTY OF CARE, INCLUDING ANY DUTY OF CARE OWED UNDER THE RELEVANT OCCUPIERS LIABILITY ACT ON THE PART OF THE RELEASEES.

- AN AGREEMENT NOT TO SUE THE RELEASEES for any loss, injury, costs or damages of any form or type, howsoever caused or arising, and whether directly or indirectly, from my participation in any aspect of the said events and related activities;
- And AN AGREEMENT TO INDEMNIFY, and to SAVE and HOLD HARMLESS the RELEASEES, and each of them, from any litigation expense, legal fees, liability, damage, award or cost, of any form or type whatsoever, they may incur due to any claim made against them or anyone of them whether the claim is based on the negligence or the gross negligence of the Releasees or otherwise.
- An agreement that this document be governed by the laws, and in the courts of the Province or Territory in which the said events and related activities take place.

**I HAVE READ AND UNDERSTAND THIS AGREEMENT AND I AM AWARE THAT BY SIGNING THIS AGREEMENT I AM WAIVING CERTAIN SUBSTANTIAL LEGAL RIGHTS WHICH I AND MY HEIRS, NEXT OF KIN, EXECUTORS, ADMINISTRATORS AND ASSIGNS MAY HAVE AGAINST THE RELEASEES.**

**I SIGN THIS DOCUMENT VOLUNTARILY AND WITHOUT INDUCMENT this \_\_\_\_\_ day of \_\_\_\_\_ in the year \_\_\_\_\_ at \_\_\_\_\_, Ontario.**

\_\_\_\_\_  
Signature of Lessee

\_\_\_\_\_  
Printed Name of Participant

\_\_\_\_\_  
Signature of Witness

\_\_\_\_\_  
Printed Name of Witness



**KIT LIST**

**PROHIBITED, RESTRICTED AND UNAUTHORIZED ITEMS**

The following table describes items which should NOT accompany cadets to a Training Centre. Any such items discovered during routine in-clearance or during a cadet’s attendance to training are subject to confiscation by training centre staff and could result in disciplinary or legal action.

Handling of prohibited, restricted and unauthorized allowed items:

PROHIBITED or RESTRICTED items by law or cadet program policy – items will be either handed over to the Military or civilian police, or disposed of. The chart below details the handling of these items.

UNAUTHORIZED – items will be returned home at the parent’s expense or held by the CTC until the cadet departs.

<b>List of PROHIBITED OR RESTRICTED items that will be turned over to police</b>	<b>List of PROHIBITED or RESTRICTED items that will be disposed of</b>	<b>List of items NOT ALLOWED at Cadet Training Centres</b>
<ul style="list-style-type: none"> <li>• Controlled substances; including but not limited to illicit drug or prescription medication not in the cadet’s name</li> <li>• Explosive substance or ammunition</li> <li>• Weapons; including but not limited to firearm(s), knives that open automatically by gravity or centrifugal force or by hand pressure applied to a button, brass knuckles, ninja stars, nunchucks, handcuffs</li> </ul>	<ul style="list-style-type: none"> <li>• Alcoholic beverages</li> <li>• Tobacco products</li> <li>• Pornographic material depicting adults only</li> </ul>	<ul style="list-style-type: none"> <li>• altered ankle / parade boots;</li> <li>• cutlass or sword;</li> <li>• knife or dagger, although a cadet may carry a kirpan or Sgian Dubh in accordance with elemental dress instructions;</li> <li>• laser pointer;</li> <li>• lighter, combustible product and fire starting product or equipment;</li> <li>• machete, axe or saw;</li> <li>• motor vehicle of any type;</li> <li>• companion animal;</li> <li>• an electronic cigarette, including a cartridge containing nicotine solution; and</li> <li>• reusable razor blades normally used in safety or straight blade razors.</li> </ul>

## KIT LIST

The following table describes the clothing and personal items required by course cadets.

	Blackdown	Connaught	HMCS Ontario	Trenton	Glider Pilot Scholarship	Advanced Aviation Technology	Power Pilot Scholarship
Headdress* <a href="#">NOTE 1</a>						1	
Dress Shirt, Uniform/Gunshirt*						1	
Tie, Uniform*						1	
Sweater, turtle-neck*							
Undershirt, Uniform*						Min 1 – Air Force blue	
Trouser, Uniform*						1	
Belt, black web, Uniform*						1	
Tunic, Uniform*						1	
Socks, grey wool, pair, Uniform*						2	
Boots, ankle, black, pair, Uniform*						1	
Raincoat, Uniform (Cadet parka)*						1	
Hat, Tilley*						1	
T-Shirt, white							
Shorts, athletic (black, navy or grey* (PT)						1	
Sweat suit						1	
Swimsuit <a href="#">NOTE 2</a>						1	
Swim Cap <a href="#">NOTE 3</a>							
Socks, athletic, white. Pair						2	
Shoes, Running/Cross-training*, pair						1	
Shoes, Water-activity, pair <a href="#">NOTE 5</a>							
Jacket <a href="#">NOTE 7</a>						1	
Underwear						5	
Sleepwear <a href="#">NOTE 2</a>						1	
Jeans <a href="#">NOTE 6</a>						2	
Personal Hygiene Kit <sup>10</sup> including:							
Soap						1	
Shampoo						1	
Toothbrush						1	
Toothpaste						1	
Deodorant <sup>10</sup>						1	
Hairbrush						1	
Shaving Kit (Razor, lather, as required)						1	
Handkerchief or Tissues						1	
Towel, bath						2	

	<b>Blackdown</b>	<b>Connaught</b>	<b>HMCS Ontario</b>	<b>Trenton</b>	<b>Glider Pilot Scholarship</b>	<b>Advanced Aviation Technology</b>	<b>Power Pilot Scholarship</b>
Towel, hand						2	
Cloth, face							
Footwear, shower, pair <a href="#">NOTE 4</a>						1	
Lip Balm: minimum SPF 15 suggested						1	
Sunscreen: minimum SPF 30 suggested						1	
Insect Repellent <a href="#">DEET Caution</a>						1	
Eyeglasses, prescription (as required)						2	
Sports strap (retaining strap for cadets with prescription eyewear)						1	
Shine Kit (Shoe polish, soft cloth, e.g. Kiwi cloth, brush)						1	
Stationery supplies (pens, pencil, paper, stamps etc..)						1	
Lock, Combination or keyed padlock/ 2 keys unless otherwise specified						2	
Clothes hangars						4	
Sewing Kit (Needle, thread)						1	
Bottle, sport						1	
Laundry detergent (also available for purchase at canteen)						No	
Kit bag*							
Gym bag/ knapsack / School-type back pack						1	
Additional Items as Specified in Annex A						Yes	
<b>Documents</b>							
Health Card						1	
Personal Items Log						1	
Transportation Form						1	
Prescription(s) – Meds						1	
Prescription – Eyeglasses						1	
Identification (under age 16, Government-issued, e.g. birth certificate) if travelling by rail or air <b>OR</b> <b>Photo</b> identification (Age 16 and over, Government-issued, e.g. passport) if travelling by rail or air						2	
Long Distance Telephone Calling Card						1	
<b>Glider &amp; Power Pilot Candidates:</b> Cheques payable to Receiver General for Canada							
Passport Photo							



	Blackdown	Connaught	HMCS Ontario	Trenton	Glider Pilot Scholarship	Advanced Aviation Technology	Power Pilot Scholarship
<b>ADDITIONAL ITEMS FOR EXPEDITION INSTRUCTOR AND BASIC EXPEDITION COURSE CADETS</b>							
Not mandatory, but recommended in view of the substantial time spent in hiking, backpacking, canoeing and mountain biking.							
Quick-dry shirts, shorts, pants (as required)							
Hat with visor for sun protection							
Appropriate style hiking boot (as required)*							
Extra sports socks (minimum 3 pair extra)							
Sunglasses							
Wristwatch							
Dry bag(s)							
Bottle, sport							

**NOTES:**

- \* Issued at home corps/squadron
- Note 1: Issued elemental cap, beret or wedge cap **INCLUDING brass or insignia**
- Note 2: Must be conservative in style and fit. Swimwear: Must reflect prevailing standards of modesty and good taste; should be functionally styled for swimming, not tanning or beach wear. Sleepwear: Appropriate to time of year, but sufficiently conservative to ensure standards of personal modesty.
- Note 3: For females with long hairstyles
- Note 4: For shower; Water resistant, Velcro fastener recommended, e.g. beach sandals, jelly shoes
- Note 5: Footwear capable of foot protection during water activities, e.g. canoeing, etc. Blackdown: Sandals with ankle strap, water shoes etc. RGS: Old running shoes, etc. Trenton: Must be closed-toed shoe or water-sock.
- Note 6: Only jeans, preferably blue denim, in good repair will be permitted for off-duty casual wear at those Training Centres permitting jeans at all. Torn, frayed, embellished (written-upon, painted, spangled, etc.) or low-rider garments are not permitted.
- Note 7: Lightweight windbreaker style. Warm sweater may be substituted.
- Note 8: Sweater and pants may be substituted.
- Note 9: Additional pair of boots, ankle, black to be drawn from home squadron. (Applies to Advanced Aviation Technology Courses at Canadore College, and Power Pilot Scholarship candidates.)
- Note 10: In deference to those with significant sensitivities to scents, those using personal care products such as perfumes, body lotions, after-shave lotions, hairsprays, etc. are encouraged to use only of low-scented or unscented varieties.

**Alterations to Footwear**

CF Dress Regulations prohibit the altering of footwear; therefore “clickers” may not to be installed on footwear. Additionally, clickers tend to damage flooring and are considered a fire hazard in some environments (e.g. flight lines). Any such additions to footwear (boots, shoes) will be removed before travelling to camp, and not replaced.







Total quantity brought _____	Total quantity brought _____
---------------------------------	---------------------------------

Note: The medication needs to be in the original package or (if possible) blister-packed by the pharmacy.

\_\_\_\_\_  
SIGNATURE OF PARENT/GUARDIAN

\_\_\_\_\_  
PLEASE PRINT NAME

\_\_\_\_\_  
DATE



**CADET TRANSPORTATION FORM**

NAME OF CADET BEING PICKED UP (PLEASE PRINT SURNAME, GIVEN NAMES)

COURSE TITLE

CORPS/SQUADRON NUMBER

CORPS/SQUADRON LOCATION

WILL REQUIRE TRANSPORTATION HOME

WILL NOT REQUIRE TRANSPORTATION HOME   
(THEY WILL BE PICKED UP FROM CTC)

PICKUP DATE:

NAME OF PERSON PICKING UP THE CADET

RELATIONSHIP TO THE CADET

STREET ADDRESS

CITY, PROVINCE & POSTAL CODE

( )  
TELEPHONE NUMBER

SIGNATURE OF PARENT/GUARDIAN

PLEASE PRINT NAME

DATE





Last Name		First Name	
Course	Home Unit		Year

1. As a cadet undergoing training at \_\_\_\_\_ Cadet Training Centre (CTC), I promise to perform to the best of my ability and I agree to the following:
  - a. I will abide by all CTC rules and regulations and will report others who fail to do the same to my superiors;
  - b. I will strive to set a good example of dress, deportment and conduct;
  - c. I will show respect to my peers and superiors;
  - d. I will strive to be honest in my actions and communications with others;
  - e. I will use a calm, firm and reasonable tone of voice when speaking with others, avoiding yelling or swearing;
  - f. I will take care of and be responsible for all clothing, materials and equipment that is loaned to me;
  - g. I will respect the environment and my surroundings;
  - h. I will keep myself, my belongings and my bed space clean and tidy;
  - i. I will respect the personal property and privacy of others;
  - j. I will not harass any member of the CTC and will avoid any gesture, comment, action or display that may be interpreted as demeaning, humiliating or embarrassing. This includes comments made verbally or in writing, as well as electronic communications (i.e. email, text message, or on social media);
  - k. I will not make any negative or offensive comments, gestures or displays regarding any person's race, national or ethnic origin, colour, religion, age, sex, marital status, family status, disability, sexual orientation or physical characteristics. This includes comments made verbally or in writing, as well as electronic communications (i.e. email, text message, or on social media, etc.);

- l. I will not exhibit conduct (through oral or written comments, electronic communications, gestures, displays or physical contact) that is of a sexual nature or has sexual connotations;
  - m. I will not touch other cadets without their permission except when absolutely necessary in an emergency situation;
  - n. I will not get involved in fighting, shouting or bullying;
  - o. I will not purchase, possess or consume alcohol at any time;
  - p. I will not use or possess illegal drugs, including non-prescription drugs that would alter my behaviour;
  - q. I will not use, purchase, possess or sell tobacco products (at or off the CTC);
  - r. I will stay out of the opposite gender's quarters;
  - s. I will not engage in intimate relationships with other course cadets, staff cadets, civilian instructors, non-commissioned members, officers or other staff members;
  - t. I will not use profanity; and
  - u. I will not have knives, guns, weapons or any pornographic materials in my possession.
2. I am aware that the expectations detailed above are in effect both while I am at the CTC and when I am away from the CTC for the duration of my summer training course. I am aware that any failure to follow this Code of Conduct will result in disciplinary action, possibly including a return to unit (RTU). I am aware that I may speak with an officer or staff cadet at any time if I require any clarification on this Code of Conduct or if I need help with any situation.
3. I have read the above and by signing below, I am agreeing to follow this Code of Conduct.

Date \_\_\_\_\_

Signature \_\_\_\_\_