

# **HOW TO BECOME** **A CHAPLAIN** **OR MORAL LEADERSHIP OFFICER**

## **GETTING STARTED AS A CHAPLAIN**

- \* Clergy may work with local unit for 6 months as a trial period
- \* Must receive approval of wing chaplain
- \* Must be escorted at all times by a Senior Member

## **HOW DO I BECOME A CAP CHAPLAIN? (SEE CAP REGULATION 265-1)**

- \* Meet CAP Senior Membership requirements
- \* Fingerprint card and background check
- \* Pay national and wing dues
- \* Have an Ecclesiastical Endorsement by DOD recognized official
- \* Have Bachelor Degree from institution in Higher Education Directory
- \* Complete 3 years of graduate professional study accredited by Association of Theological Schools
- \* Clergy without accredited graduate degree may ask for a waiver providing they have 5 years of full time pastoral experience
- \* Official appointment is made by the Executive Administrator, CAP Chaplain Service
- \* Contact your wing chaplain to initiate the application process

## **HOW DO I BECOME A CAP MORAL LEADERSHIP OFFICER? (SEE CAP REGULATION 265-1)**

- \* Meet CAP Senior Membership requirements
- \* Fingerprint card and background check
- \* Pay national and wing dues
- \* Complete 60 hours of study beyond high school
- \* Have recommendation from local pastor or other religious official
- \* Be interviewed and recommended by the wing chaplain
- \* Approval is authorized by the wing commander.
- \* Appointment is made by the Executive Administrator, CAP Chaplain Service
- \* Contact your wing chaplain to initiate the application process

## **CHAPLAIN SPECIALTY TRACK TRAINING REQUIREMENTS:**

- \* Chaplains automatically receive the Technician Rating for the Chaplain Specialty Track.
- \* Complete CAPP 221, The CAP Chaplain— (Senior Rating)
- \* Complete CAPP 221-A, Chaplains Helping Chaplains—(Master Rating)
- \* Wing Chaplain will administer the test for the above pamphlets.

- \* Certificate of completion provided when each test is successfully completed.

**MORAL LEADERSHIP OFFICER SPECIALTY TRACK TRAINING REQUIREMENTS:**

- \* Read CAPP 265-4, The CAP Chaplain Service Handbook (Technician Rating)
- \* Present 5 Moral Leadership Seminars in accordance with CAPP 265-2, Values for Living (Senior Rating)
- \* Present moral leadership training seminar for the Chaplain Service Region Staff College (Master Rating)

**CHAPLAIN SERVICE ADMINISTRATIVE REQUIREMENTS:**

- \* Chaplain Service Appointment Form (CAP Form 35)
- \* Chaplain Statistical Report (CAP Form 34)
- \* Wing Chaplain Statistical Report (CAP Form 34A)
- \* Religious Interview Card (CAP Form 48)