



CADET TRAINING CENTRE

COMMON JOINING INSTRUCTIONS for CADETS



Joining Instructions for all cadets attending Summer Training Courses at Cadet Training Centers in Central Region
(Blackdown CTC, Trenton CTC, Connaught CTC)

20 July 2022

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Annex A – Blackdown Cadet Training Centre

 Appendix 1 – Expedition Course Cadet Supplementary Kit List

Annex B – Connaught Cadet Training Centre

Annex C – Trenton Cadet Training Centre

Introduction

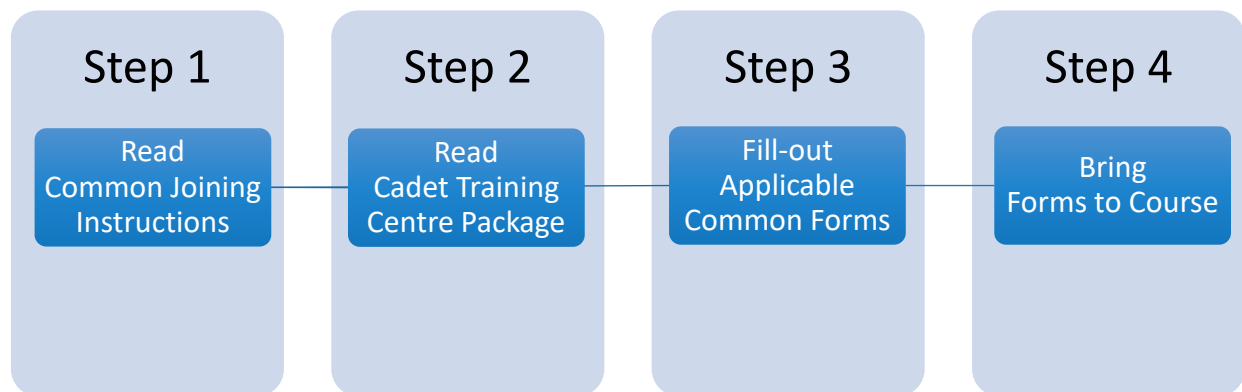
1. Purpose

a. The purpose of these Common Joining Instructions is to provide you with the foundation needed to prepare you for your training course this summer. Together, with the accompanying Annex, you must read each part in detail with your parents or guardians to ensure that you understand what is expected during your time on course.

2. Reading the Joining Instructions

a. These Joining Instructions have been written in a way that should be easy to navigate by bringing the most important information to you first. For example, what you should bring, what you should expect, etc. This information is common amongst all Cadet Training Centres in the Central Region, so there should be no surprises when you arrive for your course.

b. Each Cadet Training Centre has a specific document attached, called an Annex. If you're not sure which Cadet Training Centre you're headed to, we've provided a list of courses on the next page. Simply find your course, and its associated Cadet Training Centre. If you're still unsure, contact your Corps/Squadron Staff.



What You Should Have

Here's what you should have:

- Common CTC Joining Instructions (*this is the document you're reading*)
- Common CTC Joining Instructions Forms (*found at the back of this document*)
- CTC Instructions Annex Document (*this is the document that tells you about your CTC*)
- Additional Information (*i.e., pilot or expedition courses, if applicable to you*)

3. Training Activities in a Persistent COVID-19 Environment

a. **Commander's Intent.** We will employ risk mitigation and strict adherence to Public Health Measures (PHM) to protect the health and welfare of our members. CJCR will resume core business services for the Cadet Program and deliver the Cadet Experience while operating in a persistent COVID-19 environment. See [CANCDTGEN 005/22](#).

b. **Masks.** Masks remain an effective PHM by preventing respiratory droplets from contaminating others and landing on surfaces. Everyone will wear a NMM in all indoor, common, and public areas, whether or not physical distancing and other PHMs can be adhered to.

4. Sea Cadet Courses

SEA CADETS

Cadet Training Course	Course Dates	CTC	ANNEXES
Air Rifle Marksmanship Instructor (Serial 1)	10 Jul – 30 Jul	Connaught	B
Air Rifle Marksmanship Instructor (Serial 2)	31 Jul – 20 Aug	Connaught	B
Cadet Advisory Council	10 Jul – 20 Aug	Connaught	B
Drill and Ceremonial Instructor (Serial 1)	10 Jul – 30 Jul	Connaught	B
Drill and Ceremonial Instructor (Serial 2)	31 Jul – 20 Aug	Connaught	B
Sail 1	10 Jul – 20 Aug	Trenton (Kingston)	C

5. Army Cadet Courses

ARMY CADETS

Cadet Training Course	Course Dates	CTC	Annexes
Air Rifle Marksmanship Instructor (Serial 1)	10 Jul – 30 Jul	Connaught	B
Air Rifle Marksmanship Instructor (Serial 2)	31 Jul – 20 Aug	Connaught	B
Cadet Advisory Council	10 Jul – 20 Aug	Connaught	B
Drill and Ceremonial Instructor (Serial 1)	10 Jul – 30 Jul	Connaught	B
Drill and Ceremonial Instructor (Serial 2)	31 Jul – 20 Aug	Connaught	B
Expedition Team Member (Serial 1)	10 Jul – 23 Jul	Blackdown	A
Expedition Team Member (Serial 2)	24 Jul – 6 Aug	Blackdown	A
Expedition Team Member (Serial 3)	7 Aug – 20 Aug	Blackdown	A
Expedition Team Leader	10 Jul – 30 Jul	Blackdown	A
Fullbore Marksmanship Phase 1	10 Jul – 6 Aug	Connaught	B

6. Air Cadet Courses

AIR CADETS

Cadet Training Course	Course Dates	CTC	ANNEXES
Advanced Aviation (Serial 1)	10 Jul – 30 Jul	Connaught	B
Advanced Aviation (Serial 2)	31 Jul – 20 Aug	Connaught	B
Air Rifle Marksmanship Instructor (Serial 1)	10 Jul – 30 Jul	Connaught	B
Air Rifle Marksmanship Instructor (Serial 2)	31 Jul – 20 Aug	Connaught	B
Cadet Advisory Council	10 Jul – 20 Aug	Connaught	B
Drill and Ceremonial Instructor (Serial 1)	10 Jul – 30 Jul	Connaught	B
Drill and Ceremonial Instructor (Serial 2)	31 Jul – 20 Aug	Connaught	B
Glider Pilot Training Course	10 Jul – 27 Aug	Trenton	C
Survival Instructor	10 Jul – 30 Jul	Blackdown	A

Distance Learning

7. Courses with a Distance Learning Component

- a. The following courses have a Distance Learning (DL) component:
 - Advanced Aviation
 - Air Rifle Marksmanship Instructor
 - Expedition Team Leader
 - Drill and Ceremonial Instructor
 - Survival Instructor
- b. This DL Component will be conducted from 4 July to 8 July.

8. Cadet 365 Account

- a. The DL component will be conducted on Cadet365.
- b. All cadets now have a Cadet365 account. If you don't yet have your username and password for Cadet365 ask your corps/squadron staff.
- c. To access the Cadet365 resources (including email) you need to activate your account by following the onboarding instructions. These instructions and all other information you need for Cadet365 can be found at:

[Cadet365 Cadet Onboarding - Canada.ca](https://www.cadet365.ca/CadetOnboarding-Canada.ca)

9. Preparing for the DL part of your course

- a. Prior to the start of your DL course, on Monday, 4 July, ensure that you have completed the following:
 - ✓ Get your Username and password for your corps/squadron staff
 - ✓ Complete the Onboarding process (click link above for instructions)
 - ✓ Complete the mandatory Cyber Awareness Course (available once you have logged into Cadet365)
 - ✓ Set up your personal devices. [You can access/add MS Teams and email on your smartphone!]
 - ✓ Check your email prior to 4 July for information from your course staff. They will let you know when and where to connect to your first online meeting.

10. Need help with Cadet365?

- a. Visit the [FAQs for cadet onboarding](#)
- b. **Contact** your corps/sqn staff
- c. **Call** the IT Service Desk toll-free at 1-855-252-8082

Preparing for Course

11. Summer Training Briefing

- a. Your local Corps / Squadron should provide you with a summer training briefing before you leave. You're encouraged to participate and ask questions during this period. Make sure you bring your parent or guardian with you.
- b. This is your opportunity to clarify course information with your training staff, making sure that you know exactly what course you're taking.
- c. All cadets must hand in the **"Offer of Participation Form"** issued by their Corps/Sqn upon arrival at the Cadet Training Centre.



12. Packing for your Course

- a. This can be stressful, so we've broken this critical step down to help you out. **Please refer to the attached "Common JI Form – Kit List" for your packing list.** Make sure to follow this checklist so that you don't forget anything, or pack items that you don't need. The indicated quantity is the **minimum** amount you will need.
- b. **Army Cadets must pack their Field Training Uniform, (issued by their Corps).**
- c. **Sea Cadets must pack their Sea Cadet Training Uniform, (issued by their Corps).**
- c. When packing your civilian clothing, please make sure you follow standard cadet practices by ensuring your clothing adheres to acceptable standards. Unnecessary clothing or items are discouraged, as individual personal storage areas are limited at the Cadet Training Centre.
- d. Course-specific items will be identified in a separate document (if required).

- e. Please note that you will be required to travel in uniform, so uniform items listed may be worn once you've checked them off the list.
- f. All cadet-issued uniform items must fit properly and be in good condition. All necessary exchanges or replacements must be done at your Corps/Sqn before leaving for your course.
- g. All luggage and cadets are subject to search upon arrival at the Cadet Training Centre. This is to ensure that you have everything you need to be successful on your course.
- h. Cadets must write their names on the clothing tags in permanent marker. This will allow for quick identification in the event of a loss and will help in its recovery.

13. Medication

- a. If you require prescription medication, please make sure you bring them in their original packaging with a copy of the prescription. It is your responsibility to ensure that you are taking medication as prescribed.
- b. Any over-the-counter medication, such as allergy medication or pain relief, must also remain in its original packaging. This medication will be retained and controlled by course staff but made available to you when needed.
- c. Please bring enough prescription medication to last you for the duration of your course, since you may not have the ability to refill your prescription while on course.

14. Anaphylaxis Protocol

- a. Anaphylaxis is defined as a serious allergic reaction that can be rapid in onset and may cause death. It affects about 2% of the Canadian population, with the most common allergens being food and insect stings. Medical attention is needed right away, as this type of reaction can be life-threatening.
- b. **Cadets with serious allergies to insect stings or food must bring two (2) prescribed Anakit/Epi-pen/Allerject with them to the CTC.**
- c. Cadets must hand-carry a copy of their Anaphylaxis Emergency Plan completed during their annual medical validation to the CTC and always keep a copy on their person (with their emergency medication).

15. Medic-Alert Bracelets / Devices

- a. It is highly recommended that all cadets with known medical conditions requiring immediate identification, wear their Medical Alert devices (bracelets, necklaces, etc.) at all times.

16. Immunizations

- a. All cadets must be up to date, to their applicable age, with immunizations in accordance with provincial standards, in addition to the meningococcal immunization. Immunizations will not be provided by Canadian Forces Health Services.

17. COVID-19 Proof of Vaccination

- a. Under current direction, all cadets must be able to provide proof of vaccination for COVID-19.
- b. Cadets traveling to their CTC by bus must present proof of vaccination to the bus supervisor prior to boarding. Cadets arriving at a CTC with their parent or guardian will also be required to show proof of vaccination.
- c. If unable to show proof of vaccination, Cadets will not be able to board the bus or remain at the training centre.

18. Electronics and Valuables

- a. If you're bringing personal electronic devices, or other valuables, please record them on the **"Common JI Form – Personal Valuable Property Log"** provided with this package. You are responsible for these items – the Cadet Training Centres will not replace personal items which are lost or damaged during your time on course.
- b. The Cadet Training Centres have rules governing the use of cell phones, smart devices, and any devices with video/audio recording capacity. The expectation is that you follow these rules, or risk losing the privilege of using them during personal time.

Attending Course

19. Transportation

- a. In most cases, we have arranged for you to get to the Cadet Training Centre. Your method of transportation may be via bus, train, or aircraft. If you live close to the Cadet Training Centre, you may be required to have your parent or guardian drop you off. Your Corps/Squadron will provide you with the specific travel arrangements necessary.
- b. Closer to your travel date, you will be provided with a travel itinerary from your Corps/Sqn. This information will include a date, time, and location for your point of departure. We'll arrange for a point of departure closest to you, for your convenience. This will be an opportunity for you to say farewell to your family and friends.
- c. You will be travelling in the following uniform to the Cadet Training Centre.
 - (1) Army Cadets: C2A
 - (2) Sea Cadets: C3A
 - (3) Air Cadets: C2B

Army Cadets C2A	Sea Cadets C3A	Air Cadets C2B
Headdress	Headdress	Headdress
Short Sleeve Shirt	White Gunshirt	Short Sleeve Shirt
Pants	Pants	Pants
Belt with Brass Buckle	Belt with Brass Buckle	Belt with Silver Buckle

Parade Boots	Parade Boots	Parade Boots
Name Tag (optional)	Rank Insignia	Name Tag (optional)
Rank Slip-Ons		Rank Slip-Ons

d. Unless specified in the specific Cadet Training Centre Annex, please do not bring your cadet tunic, as this is not required for your course at the Cadet Training Centre.

e. Do not wear or bring highland uniform parts. These items are not required for courses, so leave them at home.

f. **You must produce a valid Health Card before boarding your designated mode of transportation.**

g. Cadets attending training courses are not permitted to use their own personal motor vehicles.

i. Cadets older than 18 years old and travelling by air, must carry a piece of Government issued photo identification, or two forms of identification (with one identifying gender and date of birth). It is therefore recommended that a valid Passport be carried in this case.

j. In accordance with the Government of Canada’s Passenger Protect Program (PPP), full legal names must be used. A cadet’s registered name at their Corps/Sqn must match the identification carried. Any discrepancies, such as short forms or nicknames, or any variation of their full legal name may result in being denied boarding. Additional details about the Passenger Protect Program are available through Transport Canada.



k. Personal luggage must be clearly marked on its exterior, with a duplicate tag placed inside the container (duffle bag, suitcase, kit bag). Luggage restrictions may apply to cadets travelling by air. Please consult your travel itinerary and the airline.

Details regarding checked and carry-on luggage may be obtained from the Canadian Air Transport Security Authority (CATSA).

20. Food and Accommodations

a. Food will be provided for the duration of your course. Every effort is made to accommodate most dietary restrictions, please notify your course staff upon arrival for proper accommodations to be made.

b. Meals are typically provided in a cafeteria-style setting. This may change depending on your course, Cadet Training Centre, or building availability. Rest-assured though, you will be fed.

c. You may be housed in either soft-walled structures, or dormitory-style buildings depending on your course. You may share a room with one to ten people, in either a single or bunk-style bed depending on the Cadet Training Centre. You will be provided with an area to store your personal items and clothing, which could either be a closet or a locker. Make sure you bring combination locks.

21. Code of Conduct

a. Each Cadet Training Centre has an established expectation of behaviour. Every person attending these facilities are to adhere to this behaviour without question. This is called a “Code of Conduct” and is similar to the one you signed when you joined the program. You are required to read and sign this **Code of Conduct** before you start your course.

b. Breaches of this Code of Conduct will result in disciplinary action up to and including removal from the course.

c. Orders, rules, and regulations exist to ensure the safety of all personnel attending or working at Cadet Training Centres. They must be strictly followed to maintain order, discipline, and safety.

22. Return to Unit

a. Circumstances may arise during your course where you may be required to go home. This may be due to personal reasons (parental request, compassionate, medical), performance (training deficiencies), or misconduct. Once a decision has been made to return a cadet to their unit, their parent/guardian is contacted, along with their unit Commanding Officer. If a cadet is sent home due to misconduct reasons, parents / guardians may be responsible to cover the cost associated to getting them home.



23. Spiritual Services

a. Each Cadet Training Centre has spiritual and religious services available to cadets. If you wish to practice your spiritual obligations, please let your staff know in advance.

24. Health Services

a. Cadets are covered through the Ontario Health Insurance Plan, and the Department of National Defense for all health-related expenses while attending summer training courses.

b. Each CTC has medical staff available who are accessible by the cadets. Details of specific medical instructions and hours of operation will be provided by each CTC.

e. You will be screened by a medical professional upon arrival at the Cadet Training Centre. This is to prevent the spread of communicable diseases, contagious conditions, and to assess that you are medically fit for training.

25. Cadet Bank and Canteen Services

a. You will have access to the “Cadet Bank”. This service will store your cash at no cost to you, to safeguard it from potential theft or loss. The Cadet Bank is accessible during off-training hours, which vary depending on your course schedule.

b. The canteen provides a relaxing social atmosphere where you can relax after a long day of training. You will be intermixed with cadets from all over Ontario, so don’t be shy. Snacks and beverages are available for purchase. You may also purchase toiletries, polish, souvenirs, etc. depending on its availability.

c. Prices are modest, and any proceeds are put back into the CTC to benefit the cadets.

26. Time-Off

a. Only an authorized person identified in the **Time-Off Authorization and Consent Form** (attached) may come to pick you up and take you off base during off-training hours. These hours depend on the course, so make sure you read your Cadet Training Centre package for details. Typically, training occurs from 0600-2000hrs, Monday to Saturday. Cadets are generally authorized to leave no earlier than 1330hrs on Saturday and expected to be returned no later than 2030hrs on Sunday.



b. Time-off is subject to approval by your training staff, who must authorize and sign all time-off passes.

c. Cadets are not permitted to depart the Cadet Training Centre without permission.

d. While on course, it is expected that you attend every class, therefore no time-off will be granted during training hours (except for extenuating circumstances).

e. While on time-off, you must wear the appropriate order of dress (the same uniform you travelled in). You are considered still on course while away on time-off, so please behave accordingly. These instructions may vary depending on the CTC.

f. Authorized guests are reminded that pets are not permitted in the Cadet Training Centres, so please leave them at home.

27. Training Bonus

a. You will receive a Cadet Training Bonus will be paid by direct deposit to a bank account. Cadets must have a bank account in their own name to receive this training bonus.

- b. On arrival to CTC, you must hand in the Direct Deposit Authorization Form (included in the forms section below). A Banking Information Sheet or Void cheque must be attached to the Direct Deposit Authorization Form.
- c. You will be paid an advance against the training bonus in the first half of the course. While banking services are being provided in some locations, it is recommended that you bring cash to use at the cadet canteen.
- d. If you are unable to finish your course, for any reason, and return home, entitlement for the training bonus will be determined based on the number of days that you attended training. Travel days do not count as training days.

28. Telephones and Cameras

- a. Yes, you may take photos during your course. We encourage you to share your memories with families, friends, and your fellow cadets at home. However, this is subject to the approval of your training staff.
- b. Photos of cadets showering or changing are prohibited and will be subject to investigation involving senior Cadet Training Centre staff, up to and including the Military Police. This includes the sharing and distribution of prohibited images or materials.
- c. Cellphones may be confiscated upon arrival at the Cadet Training Centre (depending on the course). Cadets may be permitted to sign-out their phones during off-training hours. Remember: you are responsible for your own property. This is subject to approval by your course training staff.
- d. Personal phone calls are not permitted using any telephone owned or controlled by the Department of National Defense. Payphones are available to all cadets.



29. Contact Information

- a. A complete list of contact information is contained in the applicable Cadet Training Centre package. This includes telephone numbers, email addresses, social media accounts, and your own personal mailing address in case someone wants to send you a letter or care package.

30. Smoking

- a. All Cadet Training Centres in Central Region are smoke-free environments. Smoking is not permitted by cadets.
- b. This includes the use of e-cigarettes, vapes, and other smoking paraphernalia.

31. Drugs, Alcohol, and Controlled Substances

- a. In accordance with National Policy, cadets are prohibited from buying, consuming, or having controlled substances in their possession, including alcohol and recreational cannabis.
- b. Cadets are also prohibited from buying, consuming, or having in their possession any narcotic or hallucinogenic substance.
- c. These are zero-tolerance policies, and any offence thereof will result in course failure and Return to Unit.

32. Dress and Deportment

- a. 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 a high standard of grooming consistent with military standards. It 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

- a. As guidelines, hair shall be:
 - i) neatly groomed;
 - ii) 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;
 - iii) 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

iv) 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.

b. Male cadets may grow beards if able, in accordance with current CAF dress regulations. This may be subject to the approval of the CTC Commanding Officer.

Hair Style – Female Personnel

a. 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 headdress. Hair ornaments shall not be worn. Bobby pins, hairpins and similar items used to secure the hair shall not be visible.

b. 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 center 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

a. 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.

33. Fraternalization

a. The Cadet Training Centres feature three different groups of personnel: Cadets, Staff Cadets, and Adult Staff (CAF Members, Civilian Instructors, Contractors, and DND Employees). Inappropriate interactions or relationships, as defined by CATO 15-22, among any of these groups is not permitted. Failure to comply with this policy will not be tolerated and will result in immediate Return to Unit for all parties involved.

- b. Relationships involving Staff Cadet to Cadet, or Adult Staff to Cadet (Staff or Course) is strictly prohibited by law. Circumstances of this nature will be investigated by the Chain of Command and the local police service.

Going Home

34. Graduation Parades and Ceremonies

a. If you have family or friends who wish to see you graduate from your course, or participate in special ceremonies, they are encouraged to do so. Graduation dates, ceremonies, etc. are provided in the applicable Cadet Training Centre package.



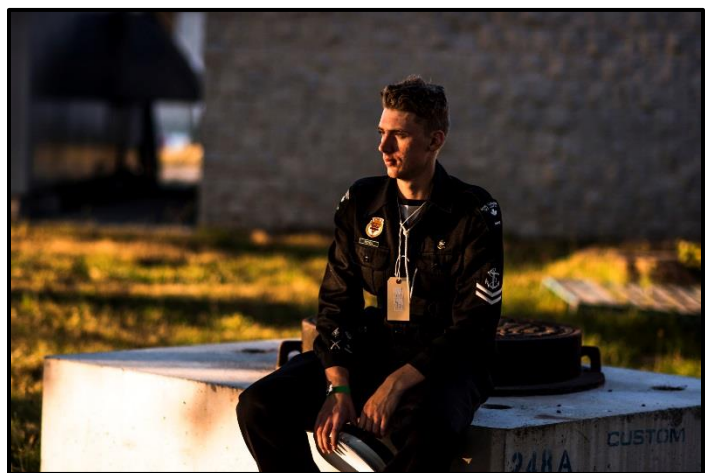
b. It is recommended and preferred, that you give us advanced notice of any intent to attend these events so that we can plan accordingly.

35. Going Home with Family or Friends

a. Once you've graduated from your course, you'll be required to stick around for a little while to finish up last minute end-of-course information. If you wish to go home with family or friends, we must be told about it in advance so that we can make appropriate arrangements. We will not release a cadet to someone who is not authorized (by a parent or legal guardian) to take them.

36. Transportation

a. Transportation heading home is provided at no expense to you, or your family. Once we have planned your return details, we will inform your Corps/Squadron of the date, time, and location of the drop-off. Please keep in mind that delays may happen from time to time but we will do our best to provide accurate timings.



Common Forms

The following forms must be completed in their entirety and returned with you to the Cadet Training Centre. Please note that these common forms may not be the only ones required for your course. Consult your Cadet Training Centre package for more information.

Kit List (Common)

- This document provides a list of common items required by each cadet attending summer training courses. The checklist provides a minimum guideline for packing personal and issued items.

Personal Valuable Property Log

- This form records all valuable property belonging to the cadet and may be used to identify lost or recovered property. It is recommended that all valuables remain at home for the duration of the course.

Medication Record

- This form records all prescription and non-prescription medication belonging to the cadet. Due to the sensitive nature of its contents, please place the completed document in a sealed envelope, and return it with the other required forms.

Cadet Transportation Form

- This form determines whether a cadet requires transportation following course graduation. It's been identified that cadets may elect to return home with family or authorized friends following graduation parade.

Time-Off Authorization and Consent Form

- This form allows people identified on the form, to pick up course cadets for time-off during off-hours. Photo identification is required at pick-up.

Direct Deposit Authorization Form

- This form is required for the direct deposit of your cadet training bonus into your bank account

Common CTC JI Form – Kit List

Instructions:

Please check-off each item as you pack them. Note that some additional items may be required for your course. Consult your Cadet Training Centre package for more information. **Army Cadets must pack their FTUs. Sea Cadets must pack their Sea Cadet Training Uniform.**

MANDATORY ITEMS (pack these things first!)	
Provincial Health Card	Medical Alert Identification (if needed)
Prescription Medication	Over-the-Counter Medication (if needed)
Prescription Eyewear with protective strap	Cash (approx. \$20)
Time-Off Authorization Form	Personal Kit Log
Banking Info (Void Cheque or Direct Deposit Form)	
Offer of Participation	
Water Bottle	
CIVILIAN – ESSENTIALS (check off each item once packed)	
Underwear (x8)	Toothbrush (x1)
Cotton Socks (x8)	Toothpaste (x1)
Deodorant / Antiperspirant (x1)	Comb/Hairbrush (x1)
Shampoo / Conditioner (x1)	Hair Gel or Spray (x1)
Shower Sandals (x1 Pair)	Soap (x1)
Towel (x2)	Wash Cloth (x2)
Shaving Razor / Shaving Cream (x1)	Feminine Napkins / Tampons
Laundry Detergent	Combination Lock (x2)
CIVILIAN – OTHER (check off each item once packed)	
T-Shirts (x4)	Shorts (x4)
Running Shoes (x1 Pair)	Pants (x2)
Sweatpants (x2)	Sweater (x2)
Swimsuit (x1)	Sleepwear (x2)
Hat (x1)	Lip balm, SPF 15+ (x1)
Sunblock, SPF 35+ (x1)	Polishing Kit
CADET ISSUED (check off each item once packed)	
Environmental T-Shirt (x1)	Wool Socks (x1)
Headdress (x1)	Dress Shirt (x1)
Pants (x1)	Belt with Brass Buckle (x1)
Parade Boots (x1 Pair)	Nametag (x1)
Rank Slip-ons (x1 Pair, for travel only)	Medal Ribbons (for travel only)
PROHIBITED ITEMS	
<p>The following items are prohibited and will be confiscated. Any item found to be illegal, will be seized and reported to Military Police, or the local police service.</p> <ul style="list-style-type: none"> ▪ Firearm ▪ Alcohol ▪ Illegal or Controlled Substances ▪ Pyrotechnics or other Explosives ▪ Weapons (brass knuckles, throwing stars, etc.) ▪ Handcuffs ▪ Pornography ▪ Laser Pointer ▪ Vape, or other forms of electronic cigarettes ▪ Straight Razors ▪ Knives (unauthorized blades of any sort are not permitted. This includes but is not limited to: daggers, swords, axes, hatchets, etc. Spiritual or religious blades, such as a Kirpan or Sgian Dubh are acceptable.) 	

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Common CTC JI Form – Personal Valuable Property Log

Instructions:

Complete this form with as much detail as possible. A lack of detail may result in a failure to identify recovered property.

1. CADET IDENTIFICATION	
Cadet Name: _____	CIN: _____
Corps/Sqn: _____	Location: _____
Course: _____	CTC: _____
Phone Number: _____	

2. PROPERTY IDENTIFICATION			
<i>List each item, accordingly, following the example provided.</i>			
#	Item	Property Description (make, model, colour, etc.)	Serial Number
	<i>Cellphone</i>	<i>Samsung Galaxy 9, Black</i>	<i>AAA9999999-999</i>
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			
14.			
15.			

3. DECLARATION	
I, _____, hereby identify the above items as personal property, and accept liability for their care. I understand that I may be required to surrender valuable equipment, which may be returned to me following course completion, or at any other time deemed appropriate by course staff.	
_____	_____
Cadet (Signature)	Date
_____	_____
Witness (Print Name)	Witness (Signature)

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Protected B (when completed)

Common CTC JI Form – Medication Record

Instructions:

Complete this form with as much detail as possible. Once completed, please place in a sealed envelope, and return with all other documents to the CTC.

1. CADET IDENTIFICATION			
Cadet Name:	_____	CIN:	_____
Corps/Sqn:	_____	Location:	_____
Course:	_____	CTC:	_____
Phone Number:	_____		

2. MEDICATION IDENTIFICATION			
<i>List each medication, accordingly, following the example provided.</i>			
#	Medication	Physical Description	Dosage
	<i>Lorazepam</i>	<i>Pill, round, white, "15mg"</i>	<i>As needed, 1 per day</i>
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			
14.			
15.			

3. DECLARATION	
I, _____, understand that I am responsible for managing and taking my medication in accordance with advice and instructions of professional medical personnel.	
_____	_____
Cadet (Signature)	Date
_____	_____
Witness (Print Name)	Witness (Signature)

4. PRESCRIPTION PROVIDED	
Yes	No

Protected B (when completed)

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Central Region
Cadet Summer Training Centre
Course Cadet Joining Instructions
Annex A, Appendix 3

Région du Centre
Centres d'instruction d'été des cadets
Instructions de rattachement des cadets stagiaires
Annexe A, appendice 3

CADET TRANSPORTATION FORM

**FORMULAIRE DE TRANSPORT DES
CADETS**

PRINT CADET NAME (SURNAME, GIVEN NAME(S))

NOM DU CADET EN LETTRES MOULÉES
(NOM DE FAMILLE, PRÉNOM)

COURSE TITLE

TITRE DU COURS

CORPS / SQUADRON NUMBER

NUMÉRO DU CORPS/DE L'ESCADRON

Will you be picking up your Son/Daughter/Ward at the Cadet Summer
Training Centre after the Graduation Parade?

Yes/oui

No/non

Allez-vous conduire/ramasser votre enfant/pupille du Centre
d'entraînement d'été de cadets après la cérémonie de graduation ?

PICKUP DATE:

DATE DE DÉPART

NAME OF PERSON PICKING UP THE CADET

NOM DE LA PERSONNE AUTORISÉE À PASSER PRENDRE LE
CADET

RELATIONSHIP

LIEN DE PARENTÉ

ADDRESS

ADRESSE

CITY, PROVINCE & POSTAL CODE

VILLE, PROVINCE ET CODE POSTAL

TELEPHONE NUMBER

NUMÉRO DE TÉLÉPHONE

DATE SIGNED

DATE

PARENT/GUARDIAN SIGNATURE DU PARENT/TUTEUR

PLEASE COMPLETE AND BRING THIS FORM TO CAMP.

VEUILLEZ REMPLIR CE FORMULAIRE ET L'APPORTER AU CAMP.

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Protected A (when completed)

Common CTC JI Form – Time-Off Authorization and Consent

Instructions:

Complete this form with as much detail as possible. This form must be completed by a parent or guardian. Please indicate where your cadet will be during their time off.

1. CADET IDENTIFICATION	
Cadet Name: _____	CIN: _____
Corps/Sqn: _____	Location: _____
Course: _____	CTC: _____
Phone Number: _____	

2. TIME OFF REQUEST DATES	
I request that this cadet be authorized for time-off (off base) on the following dates. If more dates are requested, please attach an additional Time-Off Authorization and Consent Form :	
Departure Date: _____	Time: _____
Return Date: _____	Time: _____
Location of Time-Off: _____	

3. AUTHORIZED PERSONNEL IDENTIFICATION	
<i>Without prior arrangements, your cadet will not be released to anyone other than a parent, legal guardian, or people identified below. Government-issued Photo Identification is required when picking up a cadet. If you wish to authorize more people, please identify them on the reverse side of this page.</i>	
Name: _____	Relationship to Cadet: _____
Phone Number: _____	Driver's License Number: _____
Name: _____	Relationship to Cadet: _____
Phone Number: _____	Driver's License Number: _____
Name: _____	Relationship to Cadet: _____
Phone Number: _____	Driver's License Number: _____

4. DECLARATION	
_____	_____
Parent / Guardian (Signature)	Date

Parent / Guardian (Print Name)	

Protected A (when completed)

CAN PROTECTED A (When completed)
CAN PROTÉGE A (Une fois rempli)

Regional Cadet Support Unit (Central)



Unité régionale de soutien aux cadets
(centrale)

Direct Deposit Authorization Form

Last Name - Nom		First Name - Prénom	
Full Address – Adresse complète			City/Town - Ville
Province	Postal Code – Code postal	E-mail Address – Adresse de courriel	
Telephone (home) – Téléphone (maison)		Telephone (work) – Téléphone (travail)	

Military Militaire	Civilian Instructor Instructeur civil	Staff cadets Cadets-cadres	Cadets
-------------------------------	--	---------------------------------------	---------------

New request – Nouvelle demande		Change - Changement	
Service Number - Numéro de matricule	Staff Cadets must bring their social insurance number on camp - Les cadets- cadres doivent apporter leur numéro d'assurance social au CEC	Unit - Unité	UIC - CIU

Attached a Void Cheque or Banking Information Form
Joindre un chèque annulé ou un formulaire de renseignements bancaires

I authorize the RCSU to deposit the payment(s) directly into my account until further notice.
J'autorise l'URSC à déposer les paiements directement dans mon compte jusqu'à nouvel ordre.

_____ Date

_____ Signature of Applicant – Signature du (de la) requérant (e)

This form can only be used for payments deposited in Canada.

Ce formulaire ne doit être utilisé que pour les paiements déposés au Canada.

If you wish to start direct deposit, you must check "New".

Si vous désirez commencer le dépôt direct, vous devez cocher « Nouveau ».

If you wish to:

- change your financial institution,
- change the branch of your financial institution, or
- change your account number, you must check "Change".

Si vous désirez:

- changer votre institution financière;
- changer la succursale, ou
- changer votre numéro de compte, vous devez cocher "Changement"

When you request one of these changes, DO NOT close your present direct deposit account until you receive your payment in accordance with that change.

Lorsque vous demandez un de ces changements, NE FERMEZ PAS le compte servant présentement au dépôt direct avant d'avoir reçu le paiement dans le compte modifié.

CAN PROTECTED A (When completed)
CAN PROTÉGE A (Une fois rempli)



ANNEX A
BLACKDOWN CADET TRAINING CENTRE
INFORMATION

Supplementary Information for cadets attending Blackdown Cadet Training Centre.

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 - Expedition Team Member Course Kit List..... 8
 - Expedition Team Leader Course Kit List..... 8

Welcome to Blackdown Cadet Training Centre

1. Introduction to Blackdown CTC

- a. Blackdown CTC is the largest cadet training centre in Canada, which sees over 2500 course and staff cadets per year.
- b. Blackdown offers courses and training facilities for all three elements (Army, Sea, and Air) all year round.

2. Location

- a. Blackdown is located in CFB Borden, near Barrie ON.
- b. Follow signage for “Blackdown”, found at each entrance of CFB Borden.



3. Specialized Cadet Kit Lists

- a. If you're taking Expedition Team Member Course, or the Expedition Team Leader Course, you have an additional kit list. Please refer to the attached list for more details.

Amenities

4. Canteen

- a. Blackdown has a cadet canteen, which is accessible during off-training hours for use. This facility has some arcade games, a tuck shop (for snacks, supplies, etc), movies, and on-going activities to help you unwind.

5. Laundry Services

- a. Blackdown has a laundry service, which is available to all cadets. It is expected that cadets will always look after their personal hygiene, which includes washing their clothes.

6. Cadet Bank

- a. Blackdown has a Cadet Bank service available. Please consult your course staff on its location and hours of operation.

7. Telephones

- a. Payphones are located at each course building, on Company Lines.
- b. Cadets that choose to bring personal cellphones to the CTC will have limited access to their devices.

8. Spiritual Services

- a. Religious Services are available on Sundays at the CFB Borden faith centres. Cadets wishing to attend should notify their course staff.

9. Food

- a. Meals are served three times a day in a cafeteria-style mess hall where options are available for those with meal requirements (i.e. vegetarian).

10. Accommodations

- a. Course cadets can expect to be housed with several of their peers for the duration of their course. All accommodations are strictly enforced as gender-specific, so no members of the opposing gender may access the other. Accommodations may be made for cadets identifying as transgender, depending on the location and the comfort level of all members.

Visiting Blackdown CTC

11. Visitor Access

- a. Access to Blackdown is restricted to authorized personnel only. Visitors will be required to produce Government-issued photo identification.

- b. Anyone wishing to visit a cadet or take them off base must complete the Cadet Leave Authorization Form and return it to the Cadet Training Centre.
- c. Guests attending special ceremonies or course graduations may be required to produce photo identification upon arrival at the training centre.

12. Ceremonies and Graduation Parades

- a. Blackdown CTC hosts a series of ceremonies and graduation parades throughout the summer.
- b. Guests are encouraged to attend these parades to observe their cadets in action.
- c. Please consult the table below for dates and times for these events:

COURSE GRADUATION PARADES	TIME	DATE
Expedition Team Member Course (Serial 1)	1000hrs	22 Jul
Survival Instructor Course	1000hrs	29 Jul
Expedition Team Leader Course	1000hrs	29 Jul
Expedition Team Member Course (Serial 2)	1000hrs	05 Aug
Expedition Team Member Course (Serial 3)	1000hrs	19 Aug

13. Parking and Accessibility

- a. Parking is limited, so please arrive early.
- b. The parking area is located away from the parade location, so guests should be prepared to walk about 5-10 minutes.
- c. Anyone with accessibility or mobility needs may make arrangements for transport or additional parking (subject to availability).



14. Driving Directions

- **Route to the Barrie area via Highway 400 and Exit 96 West (Hwy 90 / Dunlop St.).**
 - Turn West and proceed 16.2 km into Angus.
 - Hwy 90 becomes Mill St.
 - Continue through Angus, bearing right through CFB Borden North Gate.
 - Mill St. becomes Cambrai Rd.
 - Continue through CFB Borden on Cambrai Rd. to Falaise Rd.
 - Turn West (right) and proceed past Ortona Rd., passing Fire Hall (on Right).
 - Ortona Rd. becomes Range Rd.
 - Continue 3.2 km to Blackdown gate on left.

Contacting Blackdown

15. Contact Information

Telephone:

10 July – 20 August: 705-424-1200 x3602 (Blackdown CTC Operations)

20 August – 14 June: 705-424-1200 x1322 (CTC Coord)

Email:

blackdown@cadets.gc.ca

To contact a specific course, please contact Operations at 705-424-1200 x3602 and ask to be connected to that course. The courses held at Blackdown CTC in 2022 are the following:

By Course:

Survival Instructor Course

Expedition Team Leader Course

Expedition Team Member Course

15. Mail

- a. If receiving mail by post, please use the following information:

Headquarters:

Addressee

Blackdown Cadet Training Centre

PO Box 1000 Station Main

Borden, ON L0M 1C0

Personal:

Cadet: Cadet Name

Cadet's Course, Platoon/Flight

Blackdown Cadet Training Centre

PO Box 1000 Station Main

Borden, ON L0M 1C0

16. Social Media

- a. If you wish to find out what's happening over the summer, please follow us on social media:

Facebook: www.facebook.com/BlackdownCadets/

Twitter: [@BlackdownCadets](https://twitter.com/BlackdownCadets)



Appendix 1 – Expedition Kit List

Army Cadets who are taking Expedition Courses require extra / additional clothing and equipment. Please refer to your list below, checking off the additional items as you pack them. Remember, this list is in addition to the one provided with your Joining Instructions, so ensure that your quantities match the list below.

Expedition Team Member Course Kit List

ESSENTIAL ITEMS		
	Nalgene-style Water Bottle (x1)	Wool/Synthetic Socks (x10)
	Underwear (x10)	Inner socks (x10)
	Quick-Dry Shirts, long/short-sleeve (x6)	Cotton Socks (x5)
	Quick-Dry Shorts (x4)	Sweater (x1)
	T-Shirts (x4)	Long Pants, athletic/cycling (x2) Light Weight and breathable
	Water Shoes*, canoeing (x1)	Footwear, running/hiking (x1)
	Hat, wide-brimmed (x1)	Swimsuit (x2)
	Sunglasses, with floating strap (x1)	Wrist Watch (x1)
OPTIONAL ITEMS		
	Camera	Hydration Pack (Camelbak, Platypus)
	Gel Bike Seat	

* Water Shoes must have a strap around the ankle. No Crocs or flip-flops.

* Cadets with glasses must have a safety strap.

Expedition Team Leader Course Kit List

ESSENTIAL ITEMS		
	Nalgene-style Water Bottle (x1)	Wool/Synthetic Socks (x10)
	Underwear/Undergarments (x10 each, as required)	Inner socks (x10)
	Quick-Dry Shirts, long/short-sleeve (x6-10)	Athletic/Quick-Dry Socks (x6-10)
	Quick-Dry Shorts (x4-6)	Sweater (x1)
	T-Shirts (x4)	Long Pants, athletic/cycling (x3)
	Water Shoes*, canoeing (x1)	Footwear, running shoes (x1)
	Hat, wide-brimmed (x1)	Footwear, hiking (x1)
	Sunglasses, with floating strap (x1)	Swimsuit (x2)
	Fleece Sweater or Jacket (x1)	Inexpensive, water resistant Wrist Watch (x1)
	Breathable Rain Jacket (x1)	
OPTIONAL ITEMS		
	Camera	Hydration Pack (Camelbak, Platypus)
	Gel Bike Seat	

* Water Shoes must have a strap around the ankle. No Crocs or flip-flops.

Cadets with glasses must have a safety strap.



ANNEX B
CONNAUGHT CADET TRAINING CENTRE
INFORMATION

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Welcome to Connaught Cadet Training Centre

1. Introduction to Connaught CTC

- a. Connaught CTC specializes in marksmanship courses, taking full advantage of the range facilities at Connaught Ranges. This year we will also host the Drill and Ceremonial and Advanced Aviation courses.
- b. Connaught offers courses for all three elements (Sea, Army, , and Air).

2. Location

- a. Connaught CTC is located in Connaught Range and Primary Training Centre, in Nepean, ON.



Amenities

3. Canteen

- a. Connaught has a canteen area open to cadets during off-training hours. Items that are available for purchase in the canteen are: snacks, polishing kits, clothing, etc. The cadet must bring a Nalgene type water bottle
- b. Cadets can get a hair cut at the cost of \$15.00 at the CTC.

4. Laundry Services

- a. Washing machines, dryers and laundry detergent are available to all cadets at no cost. It is expected that cadets will look after their personal hygiene at all times, which includes washing their clothes.

5. Cadet Bank

- a. Connaught has a Cadet Bank service available. Please consult your course staff on its location and hours of operation.
- b. There is one bank machine available for cadets and staff.

6. Accommodations

- a. Connaught uses soft-walled shelters to house cadets and some training areas. These structures vary in size, depending on their purpose.
- b. Course cadets can expect to be housed with several of their peers for the duration of their course. All accommodations are strictly enforced as gender-specific, so no members of the opposing gender may access the other. Accommodations may be made for cadets identifying as transgender, depending on the location and the comfort level of all members.
- c. Some courses require cadets to sleep outside in tents during specialized training.

Visiting Connaught CTC

7. Visitor Access

- a. Access to Connaught is restricted to authorized personnel only.
- b. Anyone wishing to visit a cadet or take them off base must complete the “**Cadet Time-Off and Authorization Form**” and return it to the CTC.
- c. Guests attending special ceremonies or course graduations may be required to produce photo identification upon arrival at the training centre.



- d. Cadets attending the Fullbore Phase 1 course will have a day off on Friday, 22 July 2022. They will not be off (able to receive visitors or leave the training centre) on Sunday, 24 July.

8. Graduation Parades

- a. Connaught hosts a series of graduation parades throughout the summer.
- b. Guests are encouraged to attend these parades to observe their cadets in action.
- c. Please consult the table below for dates and times for these events:

COURSE GRADUATION PARADES	TIME	DATE
Advanced Aviation (Serial 1)	1000hrs	29 Jul
Air Rifle Marksmanship Instructor (Serial 1)	1000hrs	29 Jul
Drill and Ceremonial Instructor (Serial 1)	1000hrs	29 Jul
Fullbore Marksmanship Phase 1	1000hrs	5 Aug
Advanced Aviation (Serial 2)	1000hrs	19 Aug
Air Rifle Marksmanship Instructor (Serial 2)	1000hrs	19 Aug
Drill and Ceremonial Instructor (Serial 2)	1000hrs	19 Aug

9. Parking and Accessibility

- a. Parking is limited, so please arrive early.
- b. Anyone with accessibility or mobility needs may make arrangements for transport or additional parking (subject to availability).

10. Driving Directions

Route from the South

- Head northwest on Hwy 416 North toward Exit 75A
- Take exit 75B toward Holly Acres Rd/Ottawa Regional Rd 16 W
- Keep right to continue on Exit 75C , follow signs for Ch. Holly Acres Road / Ch. Richmond Road
- Turn left onto Holly Acres Rd /Ottawa Road 16W
- Turn left onto Carling Ave/Ottawa Regional Rd 38
- Turn right onto Rifle Rd.
- Turn left onto Shirley Bay Blvd continue on Malibar Blvd.
- Turn right onto Sir Sam Hughes Rd.

Route from the East / West

- Route to Ottawa via Hwy 417 and take Moodie Drive North
- Exit 134 (it will form a T- junction with Carling)
- Turn left onto Carling Ave/Ottawa Regional Rd 38
- Turn right onto Rifle Rd.
- Turn left onto Shirley Bay Blvd continue on Malibar Blvd.
- Turn right onto Sir Sam Hughes Rd.

Contacting Connaught

11. Contact Information

- a. Here is a list of contacts and telephone numbers to remember:

Telephone:

Main Office: 613-991-4294

Duty Officer: 613-998-9068

Email: connaughtcadets@forces.gc.ca

12. Mail

- a. If receiving mail by post, please use the following information:

Cadet Name

Cadet's Course, Platoon/Flight

Connaught Cadet Training Centre

1 Lewis Gun Rd

Nepean ON K1A 0K2

13. Social Media

- a. If you wish to find out what's happening over the summer, please follow us on social media:

Facebook: www.facebook.com/ConnaughtCadets/

Twitter: [@ConnaughtCadets](https://twitter.com/ConnaughtCadets)





ANNEX C

TRENTON CADET TRAINING CENTRE

INFORMATION

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Welcome to Trenton Cadet Training Centre

1. Introduction to Trenton CTC

- a. Trenton CTC is one of the oldest cadet training centers in Canada.
- b. Trenton offers courses for all three elements, Army, Sea, and Air all year round.
- c. Cadets attending Trenton CTC may be located in one of multiple locations, such as Kingston, London, or Windsor, Ontario

2. Location

- a. Trenton CTC is located in CFB Trenton at 11 Yukon Street, Astra On, near Belleville ON.
- b. Follow signage for "TCTC".
- c. Cadets on course in Kingston will be located at the Royal Military College of Canada (RMC).



Amenities

3. Canteen

- a. Trenton has a Cadet Canteen, which is accessible during off-training hours for use. This facility has Satellite Television, Table Tennis, a tuck shop (for snacks, supplies, etc.), movies, and on-going activities to help you unwind. Board games can be requested across the street at the learning resource building.

b. Cadets on course in Kingston will have access to a CANEX store, on base for snacks and supplies.

4. Laundry Services

a. Trenton has a laundry service, which is available to all cadets. It is expected that cadets will look after their personal hygiene at all times.



5. Cadet Bank

a. Trenton has a Cadet Bank service available at the Cadet Canteen. There are no bank machines available in Trenton CTC.

6. Telephones

a. Payphones can be found at the Cadet Canteen. The Payphones accept change or discounted calling cards available at many local stores. Please ensure that your cadet is familiar with the calling instructions on purchased cards to avoid confusion. Cadets are permitted to bring their mobile devices however they are to use them responsibly. **Trenton CTC does not have access to regular WiFi.**

7. Accommodations

a. Trenton accommodations are hard structures (buildings), divided by course and genders. All accommodations are strictly enforced as gender-specific, so no members of the opposing gender may access the other. Accommodations may be made for cadets identifying as transgender, depending on the location and the comfort level of all members.

Visiting Trenton CTC

8. Visitor Access

a. Access to Trenton is restricted to authorized personnel only. Visitors will be required to present Government-issued photo identification upon arriving at the CTC.

9. Parking and Accessibility

a. Parking is limited, so please arrive early.

b. Anyone with accessibility or mobility needs may make arrangements for transport or additional parking (subject to availability). There are no identified accessibility parking areas.



- c. No personal vehicles are permitted to park within the CTC area. Additional parking areas may be identified if parade locations change due to weather or other circumstances.

10. Ceremonies and Graduation Parades

- a. Trenton will be hosting the final graduation parade for the Glider Pilot Course at the Mountainview Airport, located on Highway 62 in Ameliasburgh, Ontario, which is south of Belleville, Ontario.
- b. Guests are encouraged to attend this parade to observe their cadets in action. Identification may be required to enter the airport area.
- c. Please consult the table below for dates and times for these events:

COURSE	Location	TIME	DATE
Sail 1 Course	Royal Military College, Kingston, Ontario	TBD	19 Aug 2022
Glider Pilot Training Course	Mountainview	1400	26 Aug 2022

11. Driving Directions

- a. **Trenton CTC: Route to the Trenton/Quinte West area via Highway 401 (MacDonald-Cartier Freeway);**
- o Exit 526 at Glen Miller Rd./Sidney St. (*This exit may be closed. Please consider alternate route*)
 - o Turn South on Sidney St. and proceed 0.5 km to Hamilton Rd. (County Rd. 22)
 - o Turn East (left) and proceed 1.7 km to RCAF Road. (County Rd. 21)
 - o Turn South (right) and proceed 3.2 km to Highway 2.
 - o Proceed through traffic signal and park in the parking lot to the right. Proceed on foot to TCTC gate across the road.
- b. **Royal Military College (Kingston) Route to the Kingston Area via Highway 401:**
- o Exit 623 at Highway 15 (Kingston/Smiths Falls/CFB Kingston/Ft. Henry);
 - o Turn South and proceed 6.6 km to Highway 2;
 - o Turn West (right) and proceed 0.7 km to Fort Henry Drive;
 - o Turn South (left) onto Fort Henry Drive for approx. 100 m to Precision Drive , the main entrance to the Royal Military College of Canada and turn right;
 - o Turn onto Precision Dr. and follow it for 550 m until you come to a T-section;
 - o Turn left at the T-section onto General Crerar Crescent and follow it for 400 m;
 - o Turn right onto Valour Dr. (up a small hill) for 40 m;
 - o Turn left on to Point Frederick Dr. and proceed 40 m to signs outside the building with HMCS ONTARIO Ship's Office.
- c. **Mountainview Airport (from CFB Trenton)**
- o Head west on Highway 2 for 14 km towards Bay Bridge Rd/ON-62 S
 - o Turn right onto Bay Bridge Rd/ON-62 S
 - o Continue to follow ON-62 S for 13.6km
 - o Turn right on Silver Star Dr. Follow signs to "Mountain View Cadet Flying Centre"

Contacting Trenton

12. Contact Information

- a. Here is a list of contacts and phone numbers to remember:

Telephone:

Main Office: 613-392-2811 x2425

Duty Officer: 613-392-2811 x3219

Fax: 613-965-7359

Email: TACSTC@forces.gc.ca

13. Mail

- a. If receiving mail by post, please use the following information:

Headquarters:

Addressee

Trenton Cadet Training Centre

105 Yukon Street

PO Box 1000 Station Forces

Astra, ON K0K 3W0

Personal:

Cadet: Cadet Name

Cadet's Squadron, Flight

Trenton Cadet Training Centre

105 Yukon Street

PO Box 1000 Station Forces

Astra, ON K0K 3W0

14. Social Media

- a. If you wish to find out what's happening over the summer, follow us on social media:

Facebook: www.facebook.com/TrentonCadets/

Twitter: @TrentonCadets