

**CALIFORNIA CADET CORPS FORM 16
APPLICATION FOR A TAG LETTER**

LAST NAME OF APPLICANT _____ FIRST NAME _____ MI _____
SOCIAL SECURITY NUMBER _____ - _____ - _____ RANK/GRADE _____

MAILING ADDRESS OF APPLICANT: _____
CITY _____ STATE _____ ZIP _____

HOME PHONE (_____) _____ WORK PHONE (_____) _____
CELL PHONE (_____) EMAIL _____

I am requesting the Commander, Youth and Community Programs Task Force to provide a verification letter for the Commission on Teacher Credentialing confirming my experience and subject matter competency to be issued a Designated Subjects Special Subjects Basic Military Drill Credential.

I have included the following documents with this application package:

___ Copy of a DD 214 (or equivalent) {**verifying 4 years of experience and 1 total year within previous 3 years**} or
___ CACC Appointment Orders or
___ Clear Single or Multiple Subject Teaching Credential(s) copies and proof of membership in ROTC, NDCC, CAP, U.S. Sea Cadets, Young Marines, or a similar organization.

AND

___ Verification of successful completion of the Commandant Basic Knowledge Test and all seven performance assessments that accompany the CBKT

AND

___ Copies of certificate(s) and/or orders verifying successful completion of the Commandant Training Academy.

I would also like the following individual to receive copies of the TAG verification letter:

Name _____ Email _____
Mailing Address _____
City _____ Zip _____

Signed by Applicant _____ Date _____

Send this form to:
HQ CACC: Attn S-1, State of California - Military Department
Headquarters, California Cadet Corps
10 Sonoma Avenue, Building 1402
Camp San Luis Obispo, CA 93405

Or send electronically to: personnel@cacadets.org

Allow 10-12 weeks for processing. The TAG verification letter, if deemed appropriate, will be sent electronically to the email listed above as well as a hard copy mailed to the addressee(s) listed above.