

HONG KONG AIR CADET CORPS

AVIATION EDUCATION WING

MEMO

From: OC AE Wg

To: All OC Units

Ref: (2) in AE/CACP 2019

c.c.: All Major OC Units, HQ

Date: 5 December 2018

Pages: 2 + 11

Cathay Aviation Certificate Programme 2019 – HKACC Stream

Open for Application

The HKACC stream of the Cathay Aviation Certificate Programme (CACP) 2019, successor of the well-known Cathay Dragon Aviation Certificate Programme and organized jointly by Cathay Pacific and Cathay Dragon (hereafter jointly referred to as “Cathay”), is now open for application.

2. The details of the programme are as follows:

Date	March – November 2019 (see <u>Appendix I</u> for the tentative schedule)
Eligible Members	1. Members aged 18 to 25 (as of 17 December 2018) regardless of rank 2. Have an excellent command of English, both oral and written 3. Possess an intense interest in pursuing a career in the aviation industry 4. Able to attend the Internal Training with full attendance 5. Able to attend the Programme events with full attendance
Mode	- Participants will be fed into the CACP mentorship scheme, under which each mentee is assigned a Cathay pilot guiding and assisting them in pursuing a career in the aviation industry - The programme will also involve a number of industry visits for participants’ comprehensive exposure
Language	English
Commitment	- Due to the extreme difficulties involved in the arrangement of scheduled events, participants are required to attend all events even if an event takes place on a weekday. - Participants who fail to attend any event will be discontinued from the programme
Dress Codes	Applicants are required to dress in business attire, No 1 SD or No 2A / 2B routine working dress uniform during the Programme. Applicants should ascertain that they will be able to comply with the dress code as instructed. Those without No 1 SD by February 2019 will not be considered.

3. Applicants should note that the tentative schedule as listed in Appendix I is subject to change, and the final schedule as released by Cathay shall be final.
4. An internal training and selection will be provided prior to the selection process by Cathay. Please refer to Appendix II for the details of the internal training and the entire selection process for HKACC stream applicants. Please note that full participation in the selection process is mandatory unless there are compelling reasons supported by documentary proof.
5. Interested members should submit their application through their unit commanders in accordance with the instructions listed in Appendix III. The deadline for submitting the record sheet and completed application form (to be available from 10 December 2018 as advised by Cathay) is **13 December 2018 (Thur)** and **15 December 2018 (Sat)** respectively. Applicants who fail to submit the required documents by the stipulated deadlines will not be processed through the HKACC stream.
6. Further details and background information about the programme are available at the CACP official website at <http://cathaydragonyouthaviationacademy.com/en/index.php>. Members are encouraged to visit the website to understand more about the programme before applying.
7. Should there be any enquiries, please do not hesitate to contact the undersigned at hkacc.aewing@gmail.com.

Tommy L S LAM
Fg Off
for OC AE Wg

Encl.

Come to our facebook page and obtain the latest information about AE Wg at:

<http://www.facebook.com/hkacc.aewing>

Cathay Dragon

Aviation Certificate Programme 2019



Company / Department	Date		Time	Group / No. of Participants	Remarks
Initial Interview	04-Jan	Wed	30 mins sessions	Maximum 200 Interviewees	Venue: CAD HQ
Initial Interview	05-Jan	Thu	30 mins sessions		
Initial Interview	06-Jan	Sat	30 mins sessions		
Initial Interview	07-Jan	Sun	30 mins sessions		
Coordination Meeting & Lunch	11-Jan	Fri	1030 - 1330	All Organisations	Venue: S7.3, South Tower, Cathay City
Aviation BAK Training	02-Feb	Sat	0815-1730	All Interviewees	Venue: CX Auditorium
Aviation BAK Training	03-Feb	Sun	0815-1730	All Interviewees	
Microsoft Flight Sim Training	09-Feb	Sat	0900-1730	30 Interviewees	Venue: Gotfried Room - HKACC
Microsoft Flight Sim Training	10-Feb	Sun	0900-1730	30 Interviewees	
Final Screening	23-Feb	Sat	0800-1730	All Interviewees	Venue: Flight Training Centre - Cathay City
Final Screening	24-Feb	Sun	0800-1730	Shortlisted Interviewees	
Planning Meeting	01-Mar	Fri	1900-2100	Group 1 / 2 (30)	Venue: CX City
Inaugural Ceremony	15-Mar	Fri	1730-2000	ALL	Venue: Ball Room, SkyCity Marriott Hotel
Pick up Airport Permit - Group 1	21-Mar	Thu	0900-1000	Group 1 (15)	Venue: Airport Permit Office - Terminal 2
AVSECO Session	21-Mar	Thu	1000-1700	Group 1 (15)	Dress Code: Business Attire
Pick up Airport Permit - Group 2	28-Mar	Thu	0900-1000	Group 2 (15)	Venue: Airport Permit Office - Terminal 2
AVSECO Session	28-Mar	Thu	1000-1700	Group 2 (15)	Dress Code: Business Attire
Leadership Training	06-Apr	Sat	0830 - 1730	Group 1 / 2 (30)	Venue: HKACC Ha Fa Shan Campsite
AA Session	10-Apr	Wed	1000-1730	Group 1 / 2 (30)	Dress Code: Business Attire
Briefing Training/ interview training	12-Apr	Fri	1830-2130	Group 1 / 2 (30)	Venue: Cathay City



Cathay Dragon

Aviation Certificate Programme 2019



Company / Department	Date		Time	Group / No. of Participants	Remarks
HAS Session Day 1	01-May	Wed	0930-1600	Group 1 (15)	Dress Code: Business Attire
CPSL Session	02-May	Thu	1500-1700	Group 1 / 2 (30)	Venus: CP Cargo Terminal. Dress Code Business Attire
HAS Session Day 2	03-May	Fri	0930-1715	Group 1 (15)	Dress Code: Business Attire
ATC Session Day 1	05-May	Sat	0830-1700	Group 1 (15)	Dress Code: Business Attire
TAG Session Day 1	15-May	Wed	0900-1700	Group 1 (15)	Dress Code: Business Attire
ATC Session Day 2	18-May	Sat	0830-1700	Group 1 (15)	Dress Code: Business Attire
TAG Session Day 2	20-May	Mon	0900-1700	Group 2 (15)	Dress Code: Business Attire
GFS Session Day 1	25-May	Sat	0945-1500	Group 1 (15)	Dress Code: Business Attire
HAS Session Day 1	29-May	Wed	0900-1600	Group 2 (15)	Dress Code: Business Attire
HAS Session Day 2	31-May	Fri	0900-1715	Group 2 (15)	Dress Code: Business Attire
GFS Session Day 2	01-Jun	Sat	0945-1500	Group 2 (15)	Dress Code: Business Attire
ATC Session Day 1	08-Jun	Sat	0830-1700	Group 2 (15)	Dress Code: Business Attire
Scout Microsoft Training	10-Jun	Mon	TBA	Group 1 (15)	Venue: HK Scout Centre, Scout Path, Austin Rd
Scout Microsoft Training	11-Jun	Tue	TBA	Group 2 (15)	Venue: HK Scout Centre, Scout Path, Austin Rd
Mentor / Mentee Dinner Meeting	12-Jun	Wed	1830-2130	All mentees and mentors	Venue: TBA
Etiquette Training	15-Jun	Sat	0900-1700	Group 1 / 2 (30)	Venue: TBA
ATC Session Day 2	22-Jun	Sat	0830-1700	Group 2 (15)	Dress Code: Business Attire
Mentors / Management Lunch	12-Jul	Fri	TBA	TBA	Venue: TBA
Simulator Flying	24-Jun	Mon	TBA	Group of 8	Venue: Flight Training Centre - Cathay City
Simulator Flying	25-Jun	Tue	TBA	Group of 6	Venue: Flight Training Centre - Cathay City
Simulator Flying	26-Jun	Wed	TBA	Group of 4	Venue: Flight Training Centre - Cathay City
HAECO Session Day 1	29-Jun	Sat	0930-1630	Group 1 / 2 (30)	Dress Code: Business Attire



Cathay Dragon

Aviation Certificate Programme 2019



Company / Department	Date		Time	Group / No. of Participants	Remarks
Mock Interview	06-Jul	SAT	0800-1800	Group 1 and 2	Venue: Cathay City
Interview Debriefing	13-Jul	Sat	TBA	15/ session	One Meeting Room
Interview Debriefing	14-Jul	Sun	TBA	15/ session	One Meeting Room
HAECO Session Day 2	20-Jul	Sat	0930-1630	Group 1 / 2 (30)	Dress Code: Smart Casual
Simulator Flying	22-Jul	Mon	TBA	Group of 4	Venue: Flight Training Centre - Cathay City
Simulator Flying	23-Jul	Tue	TBA	Group of 4	Venue: Flight Training Centre - Cathay City
Simulator Flying	25-Jul	Thu	TBA	Group of 4	Venue: Flight Training Centre - Cathay City
FSD Session	01-Aug	Thu	1430-1600	Group 1 / 2 (30)	Dress Code: Sports Wear
LSG Session	02-Aug	Fri	1430-1600	Group 1 / 2 (30)	Dress Code: Business Attire
KA ISD Session	16-Aug	Fri	0930-1730	Group 1 / 2 (30)	Dress Code: Business Attire
Presentation Session	28-Aug	Wed	0930-1700	Group 1 / 2 (30)	Scout Centre, TST
Cathay Dragon CSQ Session	06-Sep	Fri	0900-1100	Group 1 / 2 (30)	Dress Code: Business Attire
Community Outreach	07-Sep	Sat	1000-1700	Group 1 / 2 (30)	Venue: TBA
HKPF Session	16-Sep	Mon	1430 - 1700	Group 1 / 2 (30)	Dress Code: Sports Wear
Recruiting	Sep	TBA	TBA	Group 1 / 2 (30)	Dress Code: Business Attire
HKO Session Day 1	09-Oct	Wed	0830-1700	Group 1 / 2 (30)	Dress Code: Business Attire
HKO Session Day 2	10-Oct	Thu	0830-1700	Group 1 / 2 (30)	Dress Code: Business Attire
Graduation Ceremony	22-Nov	Fri	1530-2200	All mentees and mentors	Venue: TBA
Jump Seat Observations	Starting from June 2019			Individual Mentee	Subject to mentor's roster and weather

Captain Brian McCarthy

Appendix II – CACP 2019 Selection Process and Training prior to Admission (HKACC Stream)

1. Tentative Schedule

Date	Time	Venue	Event
10 Dec 2018	N/A	N/A	Online application opens
13 Dec 2018	By 2359 hrs	N/A	Deadline for submitting record sheet
15 Dec 2018	By 2359 hrs	N/A	Deadline for submitting online application (HKACC Stream)
16 Dec 2018	0900 – 1800	TBC	Internal Training Day 1
23 Dec 2018	0900 – 1800	TBC	Internal Training Day 2
26 Dec 2018	As assigned	HKACC HQ	Internal Interview
2/ 3/ 5/ 6 Jan 2019	As assigned	CAD HQ	Initial Screening
2 – 3 Feb 2019	0815 – 1730	Cathay City	Aviation BAK Training
9 – 10 Feb 2019	As assigned	Aviation Club	Flight Simulator Training
22 – 23 Feb 2019	As assigned	Cathay City	Final Screening

Full participation in the above events is mandatory. Applicants who failed to attend any of the events as shown above may not be considered for further training and selection. This schedule is subject to change. Shortlisted applicants will be notified as soon as any change is made.

2. Initial Screening

Initial screening of the applicants will be jointly conducted by Cathay, HKACC and Scouts Association Hong Kong at the Civil Aviation Department Headquarters (CAD HQ) on 2/ 3/ 5/ 6 January 2019. Individual time slots will be announced separately by Cathay.

It will be beneficial if the applicants have already passed some AAEP subjects and practiced general flying skills on *Microsoft Flight Simulator* (especially on the Airbus A320/A330). An intensive preparatory training course for the finalists will be organized as shown in the schedule above.

3. Final Screening

Finalists will be invited to report at the Cathay City on 22 - 23 February 2019 for final selection, from whom the course participants will be selected.

Details of the Final Screening will be made available to shortlisted applicants as the time approaches.

Appendix III – CACP 2019 Application Process

All applicants are required to comply with the following application process:

Step 1

Inform your OC Unit about your wish to apply for CACP and obtain his/her endorsement in principle.

Step 2

Fill in your personal information on the record sheet (Appendix IV) and submit it to your OC Unit and obtain his/her recommendation.

Step 3

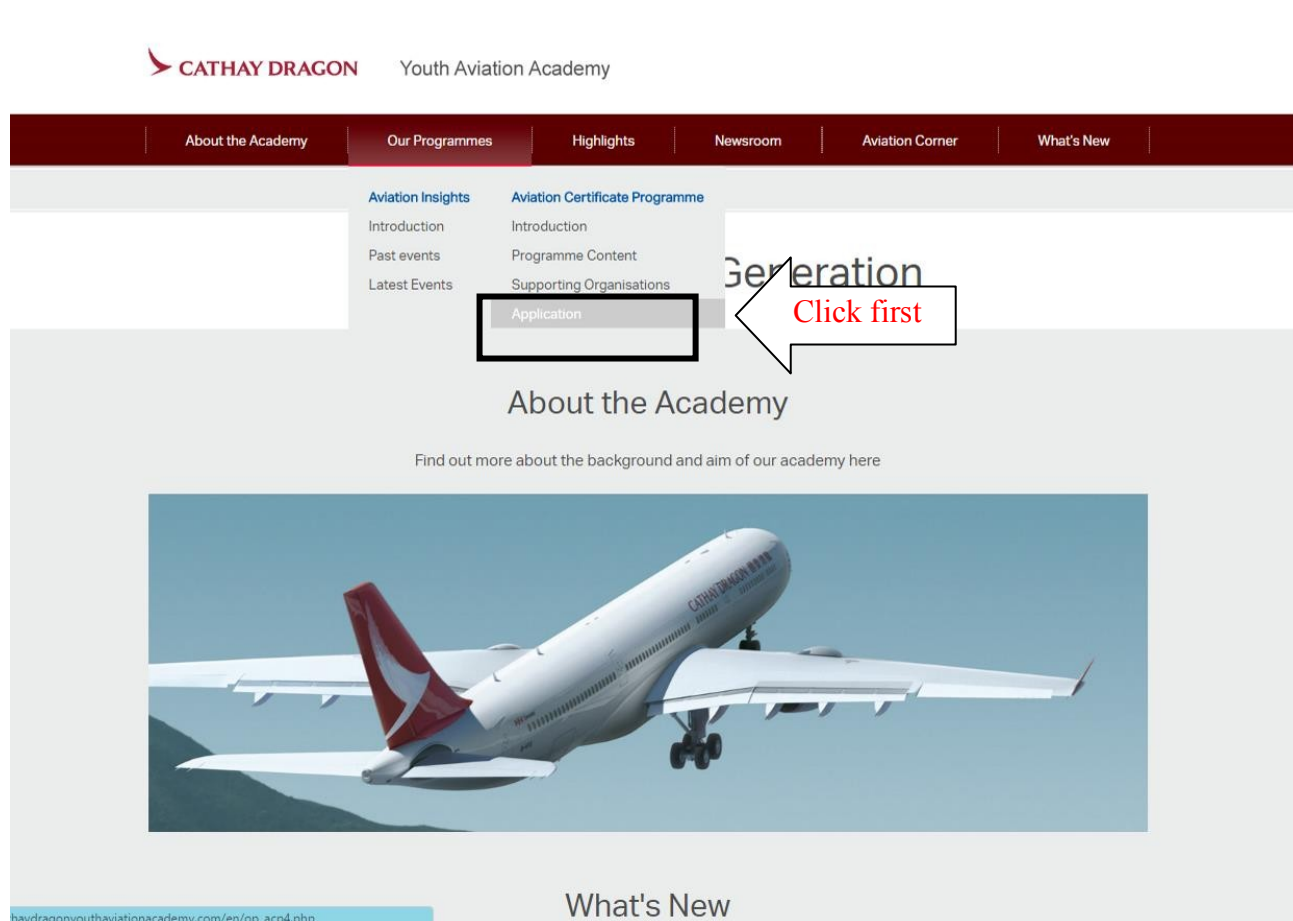
OC Unit (or his/her delegate) shall return the duly completed record sheet to OC AE Wg by **2359 hours, 13 December 2018 (Thur)**. The file should be saved in the applicant's name for ease of reference.

Step 4

Go to CACP official website to lodge an electronic application.

Note: The online application will start on 10 December 2018. Please read the entire instruction carefully before going to CACP official website.

URL: <http://www.cathaydragonyouthaviationacademy.com/en/index.php>



(4b) Click “apply now”.

Our Programmes

Aviation Certificate Programme

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Application

Entry Requirement

Candidates should meet the following requirements:

- Hold a Hong Kong Permanent Identity Card
- Have an excellent command of English, both oral and written
- Be aged 18 to 25 (as of application deadline)
- Have the following minimum educational standard: Minimum Level 2 in 5 HKDSE NSS subjects / 5 passes at HKCEE or equivalent public examinations
- Able to attend the Programme with 100% attendance. (Please refer to the draft Programme Schedule that can be found here)

Application

Applications must be made using our [online application form](http://www.cathaydragonyouthaviationacademy.com) available at www.cathaydragonyouthaviationacademy.com. Applications submitted via other means will not be considered.

Click

APPLY NOW

Application deadline: 16 December 2016

Short-listed candidates will be invited to attend an interview as part of the selection process. Candidates who do not hear from us by early January 2017 may consider that their application unsuccessful.

Timeline

Screening schedule and some key dates:

(4c) Read the terms and conditions carefully before going to next step

Conditions at any time without prior notice. Any changes will be posted on cathaydragonyouthaviationacademy.com

- In the event of any dispute regarding these Terms and Conditions, conduct, results, and all other matters relating to the Programme, the decision of the Organiser shall be final and no complaints shall be entertained and no correspondence or discussions shall be entered into.

K. Governing Law

These terms and conditions are governed by the laws of Hong Kong SAR.

L. Publicity

Each Participant's participation in the Programme constitutes permission for the Organiser to use the names and email addresses, audio and/or visual recordings, and any other materials submitted by such Participant in any publicity at its discretion. Participants may be requested to take part in promotional activities. Unless otherwise indicated, the Organiser shall deem the information voluntarily supplied non-confidential, which hereby discharges all obligations of confidentiality.

M. Language

In case of any discrepancy between the English version and any translated version of these Terms and Conditions, the English version shall prevail.

Check “I AGREE” then click submit

☒ I AGREE

Submit

About the Academy

Our Programmes

Aviation Insights
Introduction

Aviation Certificate Programme
Introduction

(4d - i) Fill in the electronic application form. **IMPORTANT:** Before submitting the form, save the form as PDF (or any other format) that can show the typed details.

Application

APPLICATION FORM FOR CATHAY DRAGON AVIATION CERTIFICATE PROGRAMME 2017

Notes: 1. Please fill in the application form in English and ALL sections must be completed (enter N/A if an area is not applicable).
2. The completed application form should be submitted online on or before 16 December 2016. Any application received after this date will not be processed.
3. Shortlisted candidates will be invited to an interview/test normally within two weeks after the closing date for application. You may consider your application unsuccessful if you do not hear from us thereafter. Enquires by telephone or other means regarding the receipt of your application or the progress of the recruitment exercise will not be entertained.
4. Applicants will be required to produce documentary evidence pertaining to their qualifications and working experience (where appropriate) in Sections II, III & IV & V for verification.
5. The information supplied will be used for selection to the Programme by Cathay Dragon. It will be accessible to offices, committees or persons who will process the application. Information on all unsuccessful candidates will be destroyed after the selection exercise when no longer required.

I. Personal Data

English Name in Full (as on HKID)	Chinese Name (if applicable)	
Title ☐ Mr. ☐ Mrs. ☐ Ms. ☐ Miss	Hong Kong I.D. Card	
Date of Birth Day / Month / Year	Place of Birth 	
E-mail Address 		
Contact Phone No.		
(Home)	(Office)	(Mobile)

(4d – ii) **IMPORTANT:** Answer “Yes” and fill in the requested details when you see the question.

VIII. Others

Have you ever applied to the Cathay Dragon Aviation Certificate Programme (DACP) before?

☐ Yes If yes, when?

☐ No

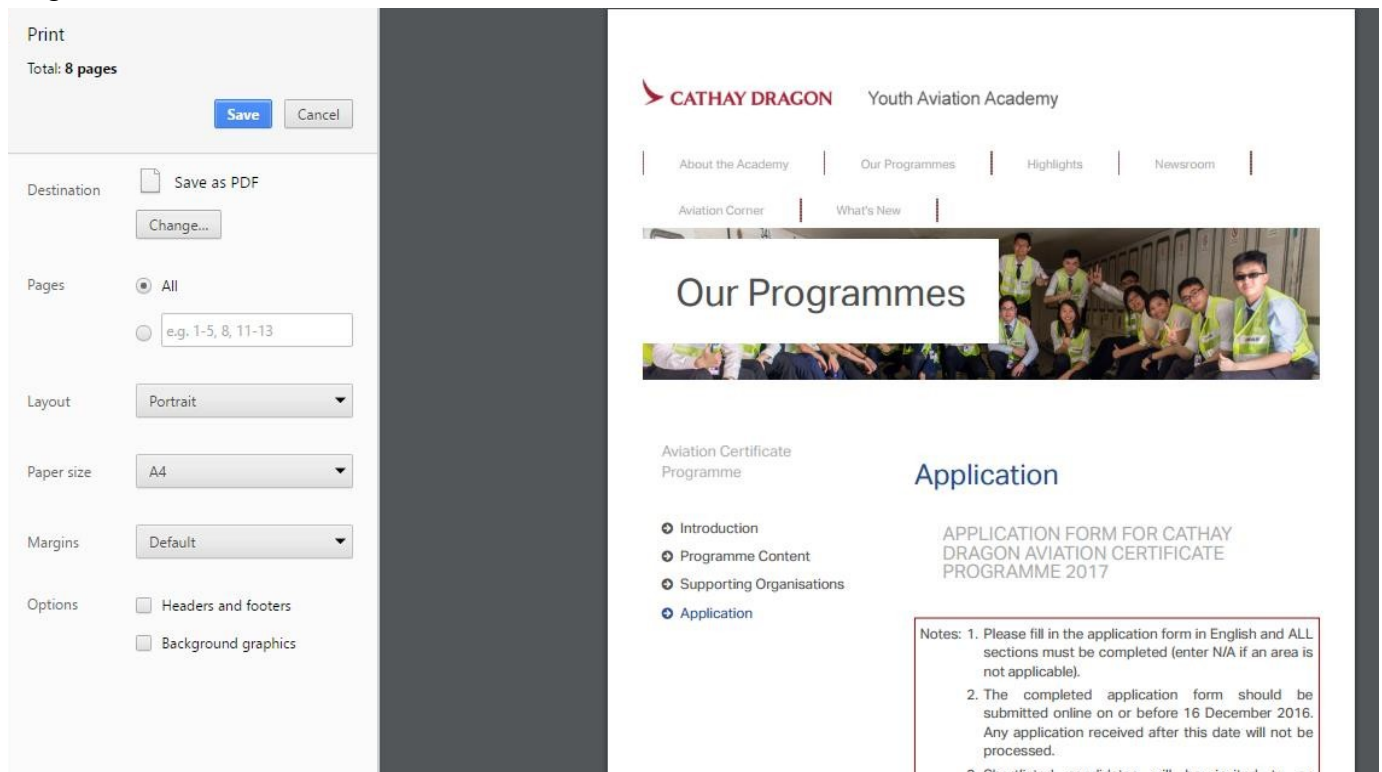
Are you a member of Air Cadet Corps (ACC)?

☐ Yes Please advise your serial number and squadron:

☐ No

Check “YES”

(4d – iii) You may print the form as PDF by the default print function as shown above if you are using Google Chrome,



(4d – iv) If you are using Internet Explorer or other browsers, you may print the form as PDF by third party 'PDF printer' e.g. CutePDF (Freeware, downloadable at <http://www.cutepdf.com/>).

(4e) **IMPORTANT:** Make sure you have saved the completed form in a PDF file or file of another type before proceeding. Then you can submit this electronic form to CACP.

☐ Cathay Dragon Website
☐ Cathay Dragon Youth Aviation Academy Website
☐ University promotion
☐ Referral (Please specify)
☐ Others (Please specify)

Have you ever been found guilty of any offence in a court of law, in or out of Hong Kong?

☐ Yes If yes, Please give details

☐ No

IX. Declaration

I declare that the information given above is correct and true to the best of my belief. I will produce the original copies of all identification and qualification documents, as and when required by Hong Kong Cathay Dragon Airlines Limited.

I understand that if I willfully give any false information or withhold any material information in this application form, or fail to notify the Selection Team of any subsequent change to information provided, it will render me liable for disqualification from the Cathay Dragon Aviation Certificate Programme by Hong Kong Cathay Dragon Airlines Limited.

Check "I AGREE"
then click submit

☒ I AGREE

Submit

Step 5

Pass the application form file to your OC Unit (or his/her delegate), who shall review the form and then submit the file to OC AE Wg by **2359 hours, 15 December 2018 (Sat)**. The file should be saved in the applicant's name for ease of reference.

Remarks

1. Applicants who fail to follow the above procedures may not be able to join the CACP via HKACC stream.
2. Applicants who could not secure recommendation from their respective OC Unit may not join the CACP via HKACC stream, and their application will be processed through the public stream.
3. Please approach AE Wg at hkacc.aewing@gmail.com if you are not clear about the process.