Before you get started:

Please have the applicant’s health card, address, and phone number of all parents.

List all the applicant's parents, whether or not they live at the same address and specify every parent's access rights (also called "visitation rights" and "outing right").

Write the applicant's official last name and given name(s) in full as they appear on the official identification documents.

For the application, the word "parents" refers to all individual who hold parental authority over the applicant.

Cadets and Junior Canadian Rangers (CJCR) invites you and/or your child to share gender identity information should you wish to. This is an initial step in a broader review of policy and procedures to support a more inclusive culture within CJCR for all.

Until this form is submitted and processed by cadet corps/squadron personnel, including all required documents, the applicant will not be authorized to particpate in Cadet training and activities.

Once you begin the application form you must not leave the form or change the display language, or you will be required to start again.

Section 1 - Verify Eligibility

About the applicant

To be eligible for membership as a Cadet one must:

1. be a legal resident of Canada:
   NOTE: A legal resident of Canada is a Canadian citizen, a landed immigrant, or, the dependant of a person who is lawfully resident in Canada on a temporary basis for the purpose of education or employment.
2. be at least 12 years of age and not have attained 19 years of age;
3. provide proof of provincial health insurance coverage or equivalent;
4. not belong to another corps or squadron.

Section 2 - Applicant Information

Applicant Information

*** Unit Information**

Unit Number and Name

Unit Element

☐ **Sea** ☐ **Army** ☐ **Air**

*** Last Name**

Last Name

Given Name(s) *(The complete name that is on the presented official document)*

Preferred Name *(The name that is commonly used)*

*** Sex Assigned at Birth**

☐ **Female** ☐ **Male**

Sex assigned to a person at birth according to a set of medical standards, usually based on the person's external genitalia.

Gender

☐ **Female** ☐ **Male** ☐ **Another Gender**

The behavioural, cultural and psychological traits associated with an array of gender identities, including female or

male, in a given society. Gender identity is a person's internal and deeply felt sense of being a man, a woman, both, neither, or somewhere along the gender spectrum. **This field is OPTIONAL.**

*** Preferred Official Language**

☐ **English** ☐ **French**

*** Birth Date**

*** Address**

Number and street name

City

Province

Postal Code

*** Mailing Address**

☐ Same as address

Number and street name

City

Province

Postal Code

*** Telephone (main)**

Telephone (other)

Email

*** Has a judge ordered the applicant not to handle certain objects, not to be near certain individuals, imposed a curfew, etc.?**

☐ **Yes** ☐ **No**

Health Insurance Plan

* Covered by public health insurance?

☐ Yes ☐ No

* Provider

* Insurance Number

Expiry Date

Parent # 1

○ Set as registration contact

* Last Name

Last Name

Given Name(s)

* Relationship with applicant

☐ Father ☐ Mother ☐ Guardian

☐ Other

*** Address**

☐ Same as applicant

Number and street name

City

Province

Postal Code

*** Mailing Address**

☐ Same as address

Number and street name

City

Province

Postal Code

*** Telephone (day)**

*** Telephone (evening)**

Telephone (other)

*** Email**

*** Access right to the applicant**

☐ **Unlimited** ☐ **Limited**

Does the parent/guardian have limited or unlimited visitation rights/outing?

Parent # 2

○ **Set as registration contact**

*** Last Name**

Last Name

Given Name(s)

*** Relationship with applicant**

☐ **Father** ☐ **Mother** ☐ **Guardian**
☐ **Other**

*** Address**

☐ Same as applicant

Number and street name

City

Province

Postal Code

*** Mailing Address**

☐ Same as address

Number and street name

City

Province

Postal Code

*** Telephone (day)**

*** Telephone (evening)**

Telephone (other)

* **Email**

* **Access right to the applicant**

☐ **Unlimited** ☐ **Limited**

Does the parent/guardian have limited or unlimited visitation rights/outing?

Section 3 - Health Questionnaire

About the applicant's health

* **Does the applicant have any food allergies?** Not including religious or personal preferences	○ Yes	○ No
* **Does the applicant have a condition which may require special care during extended activites?** E.g. frequent nightmares, night sweats, bed-wetting, sleep-walking	○ Yes	○ No
* **Does the applicant take any medication on a regular basis?**	○ Yes	○ No
* **Does the applicant have any allergies that require him/her to carry medication on their person at all times in the event of a life threatening medical crisis?** E.g. Epi-Pen for anaphylaxis	○ Yes	○ No
* **Does the applicant have any type of medical, psychological or physical condition, including learning disability or attention deficit?**	○ Yes	○ No

Additional information required

Would the applicant's health or safety, or that of others around him/her, be at risk if he/she participated in training or activites conducted under the following conditions?

* **On-water?** E.g. sailing	○ Yes	○ No
* **Aquatic?** E.g. swimming	○ Yes	○ No
* **Under water?** E.g. scuba diving	○ Yes	○ No
* **Outdoor?** E.g. hiking and camping	○ Yes	○ No
* **Travel by plane?**	○ Yes	○ No
* **Physically demanding activities?**	○ Yes	○ No
* **Firing a rifle?**	○ Yes	○ No
* **Conducted in high altitude?**	○ Yes	○ No
* **Contact sports?**	○ Yes	○ No
* **Conducted above ground?**	○ Yes	○ No

Section 4 - Privacy Notice

Collection, use and disclosure of personal information

To process this application for membership, determine the applicant's eligibility and, if admitted, administer their membership, the Canadian Armed Forces must collect and use, as permitted under the Privacy Act, certain personal information. This includes, but is not limited to, the applicant's health insurance plan number which will be used only in case of medical emergency if parents/guardians are not available. Failure by parents/guardians to provide the requested information could render the applicant ineligible to join the Sea, Army, or Air Cadet Program and participate in activities.

The personal information on this form is collected under the authority of section 46 of the *National Defence Act* and will be used by the Cadets and Junior Canadian Rangers Group for the purpose of the administration of the Sea, Army, and Air Cadets and Junior Canadian Rangers programs. Personal information may also be used for audit, evaluation, research and/or statistical purposes.

The Cadets and Junior Canadian Rangers Group and the Canadian Armed Forces, will not use your personal information for any purposes other than the purposes described in this privacy notice statement without first obtaining your explicit consent, except when otherwise required by law, which includes the circumstances listed under s. 8(2) of the Privacy Act.

Personal information collected, as well as its use, disclosure, and retention, is described in the following Personal Information Bank published on DND's *Information about Programs and Information Holdings (IPIH) page*: DND PPU 839: Information on Cadets (Air, Army, Sea) and Junior Canadian Rangers. Note that personal information collected by the Cadets and Junior Canadian Rangers Group will be retained for at least two years after the last administrative action, which is a mandatory minimum retention period under. s. 4 of the Privacy Regulations if personal information is used for an administrative purpose. Original copies of membership are available to the individual upon termination of their membership. Photocopies of original records are retained until the individual reaches the age of 25 and are then destroyed.

The Army, Navy, and Air Cadet Leagues are not for profit organizations that are external to the Cadets and Junior Canadian Rangers Group, and the Canadian Armed Forces. The role of the Cadet Leagues is to provide funding and administrative support to the Cadet Program including, but not limited to, the administration of insurance coverage of cadet youth participants, support to optional training activities such as effective speaking competitions, participation in recreational activities, tours of facilities and museum visits. They also support the program by providing scholarships and bursaries, and by recognizing cadet service through the various awards.

In the event of a cadet injuring themself during cadet activities, the Canadian Armed Forces will provide a copy of their injury report (DND 2299) to the national office of the applicable Cadet League for insurance purposes. Other personal information may also be shared with the leagues if it is necessary for the administration of the Cadet Program. Personal information that is not necessary for the administration of the Cadet Program will not be shared with the leagues without your consent.

Should you choose to opt in to share your personal information with the Cadet Leagues, your contact information and your child's contact information, specifically, will be shared with the Cadet Leagues to allow them to communicate with you about upcoming events, activities, and ways that you can get involved to support the Cadet Leagues.

Other than the sharing of personal information that is required for the administration of the Cadet Program, cadets and/or their families are under no obligation to provide consent to allow the Cadets and Junior Canadian Rangers Group to share their personal information with the Cadet Leagues. Sharing personal information with the Cadet Leagues for other purpose than the administration of the Cadet Program is not required to participate in cadet activities.

There may also be situations when the Canadian Armed Forces will be required to disclose cadets' personal information to external organizations, whether they be governmental, non-governmental or private, Canadian or foreign for the purpose of administering the Cadet Program.

Under the Privacy Act, you have the right to access your personal information and request corrections to your personal information. Should you wish to exercise your rights under the Privacy Act, or have any questions about this privacy notice statement, you are encouraged to speak to your corps/squadron Commanding Officer and/or contact DND's Directorate of Access to Information and Privacy (DAIP) by *submitting a Personal Information Request Form online*, or send a written request to:

Directorate of Access to Information and Privacy (DAIP)
Department of National Defence
60 Moodie Drive

Ottawa, Ontario K1A 0K2

Should you wish to lodge a complaint with respect to the handling of your personal information, you may do so by contacting the Office of the Privacy Commissioner of Canada.

Section 5 - Applicant agreement

Applicant agreement

A Cadet

- is expected to participate in cadet activities and follow regulations, orders and instructions;
- is expected to take good care of all items of clothing and equipment issued to them, to safeguard and return the clothing and equipment when requested to do so;
- is expected to conduct themself in a manner that is respectful of others;
- may end their membership with the cadet corps/squadron at any time;
- may be expelled from the cadet corps/squadron if they commit a serious breach of conduct; and
- is no longer eligible to be a member of a cadet corps/squadron when they turn 19 years old.

I, the undersigned, hereby submit my application to join the Sea, Army, or Air Cadets, whichever applies, and agree to meet these participation expectations.

☐ I Agree

Cadet Name

Section 6 - Parents/Guardians agreement

Parent/Guardian's responsibilities

A parent/guardian

- is required to notify the cadet corps/squadron's Commanding Officer of any changes to the information collected on this form without delay;
- is responsible for all items of clothing and equipment issued to their child and required to return all items of clothing and equipment when requested to do so; and
- may be requested to support corps/squadron activities, as requested by the Local Committee.

Food Allergies, Sensitivities and Intolerances

It is important for the cadet and their parents/guardians to be aware that the Canadian Armed Forces are unable to guarantee that allergen-free foods or food preparation conditions can be provided to cadets. These limitations apply to meals and snacks prepared by the Canadian Armed Forces, caterer, civilian volunteers, or parents/guardians, and for all types of programs, courses and activities conducted throughout the year, whether locally or away. The Canadian Armed Forces are concerned and advise parents/guardians that for those cadets with food allergies, sensitivities, and intolerances it may not always be safe to participate in all cadet activities.

If the cadet or their parents/guardians have any questions related to this topic, they can contact the corps/squadron Commanding Officer.

Parental Consent

I, the undersigned:

- hereby consent:

- to the applicant becoming a Sea, Army, or Air Cadet, whichever applies and participating in activities conducted in the corps/squadron's region;
- to the applicant receiving emergency medical and dental treatment; and
- to medical professionals disclosing to Canadian Armed Forces medical personnel findings, test results and treatment related to the cadet resulting from said emergency care.

- hereby certify that:

- I understand that cadet activities may include strenuous physical activities;
- To the best of my knowledge, the applicant is physically, medically, and psychologically fit to join the Sea, Army, or Air Cadet Program and participate in related activities, except where indicated in the Health Questionnaire section; and
- the information on this form is complete, accurate and valid to the best of my knowledge.

- hereby acknowledge that:

- the Canadian Armed Forces will collect, use, and disclose personal information related to the cadet as stated above under the heading “Collection, Use and disclosure of Personal Information”.

- as the applicant's parent/guardian, I/we hereby agree to fulfill our responsibilities as described above under the heading “Parent's Responsibilities.”

☐ I Agree

Parent/Guardian Name

Parental Consent – Sharing of Information with the Leagues

As mentioned in the Privacy Notice: The Army, Navy, and Air Cadet Leagues are not for profit organizations that are external to the Cadets and Junior Canadian Rangers Group, and the Canadian Armed Forces. The role of the Cadet Leagues is to provide funding and administrative support to the Cadet Program including, but not limited to, the administration of insurance coverage of cadet youth participants, support to optional training activities such as effective speaking competitions, participation in recreational activities, tours of facilities and museum visits. They also support the program by providing scholarships and bursaries, and by recognizing cadet service through the various awards.

Do you agree to the Cadets and Junior Canadian Rangers Group and the Canadian Armed Forces disclosing personal information (Last, Given and Preferred Names, telephone number, email, imagery) about the cadet and their parents/guardians to the Cadet Leagues and Local Committees for the purpose of helping them communicate information on Cadet League activities, fundraising and news to cadets and their parents/guardians?

○ Yes

○ No

Parental Consent – Use of Images and Videos

The Cadets and Junior Canadian Rangers Group, the Canadian Armed Forces, and the corps and/or squadrons love to share stories and accomplishments of our participants!

Do you agree to allow the Cadets and Junior Canadian Rangers Group, the Canadian Armed Forces, and corps and/or squadrons to use and disclose photographic images and video footage of your child, as well as their name, age, home corps/squadron name and location, and accomplishments in the Cadet Program, through print and electronic media, for the purposes of publicly recognizing your child’s accomplishments and/or for the promotion the Sea, Army, or Air Cadet Programs?

○ Yes

○ No

Section 7 - Application Validation

For Cadet Corps/Squadron use only

The form is properly completed, required documents have been provided and the applicant meets eligibility criteria.

☐ Approved ☐ Not approved

Official membership start date

Commanding Officer's name

Commanding Officer's signature **Date**