

## **Congressman Jared Huffman U.S. Military Service Academy Nominations Packet**

### **Important Date and Deadlines**

April 1<sup>st</sup> Nomination Application Period Begins

Oct 1<sup>st</sup> Initial Online Application Deadline

Nov 1<sup>st</sup> Completed Nomination Packet Deadline

December 2018 Nomination Interview Panel

As a member of Congress, Jared has the privilege of nominating candidates to the U.S. Military Service Academies—Naval Academy, Military Academy, Air Force Academy and the Merchant Marine Academy. Applicants to the U.S. Coast Guard Academy do not require a Congressional nomination and should contact USCGA directly.

Interested candidates must apply by completing, signing and returning the [Online Application Form](#) by October 1<sup>st</sup>. Upon receipt of the candidate's application form, an application file is opened and an application packet is sent to the student, either electronically or by mail. Included in the application packet is a copy of these procedures, a FAQ Sheet, a student information form and a counselor appraisal form.

Students should be advised that application packets must be fully completed no later than November 1<sup>st</sup> for a student to be considered for nomination. For an applicant file to be considered complete, the following documentation must be in hand:

- Student Information Form
- Counselor's Appraisal Form
- Certified copy of academic transcript
- Report of SAT or ACT
- Verified class rank and cumulative GPA
- Letters of recommendation (optional)
- Resume of extracurricular activities
- Personal essay explaining why the candidate wants to attend the Academy and why they feel they should be nominated
- Recent photograph

Qualified candidates will be scheduled for an interview with Congressman Huffman's Service Academies Advisory Board in December. All candidates will be notified in advance of the time and place of their interview. Upon completion of the interviews, the Service Academies Advisory Board will notify Representative Huffman of their recommendations for nomination, and notification will be sent to each applicant.

Competition for Academy openings is very intense, and it is impossible for all those who wish to attend to do so. We recommend that candidates consider alternate plans.

Final appointments are made solely by the Academies. **Congressman Huffman cannot guarantee appointments; he can only provide a nomination.**

## Counselor Appraisal Form

Please provide the confidential information requested below for purposes of Congressional nomination to a U.S. Service Academy. Information should be from school records and your personal knowledge of the candidate.

Candidate's Name: \_\_\_\_\_

	<u>Low</u>	<u>High</u>			
1. Appearance and Poise	1	2	3	4	5
2. Personality	1	2	3	4	5
3. Attendance Record	1	2	3	4	5
4. Military Career Motivation	1	2	3	4	5
5. Academic Standing	1	2	3	4	5
6. Operating at Academic Potential	1	2	3	4	5
7. Oral Communication Skills	1	2	3	4	5
8. Enthusiasm and Morale	1	2	3	4	5
9. Performance Under Stress	1	2	3	4	5
10. Demonstrated Leadership	1	2	3	4	5
11. Community Activities	1	2	3	4	5
12. Over-all Evaluation	1	2	3	4	5

Cumulative GPA: \_\_\_\_\_

Weighted GPA: \_\_\_\_\_

Comments:

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Counselor's Name:

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**Congressional Academy Nomination - Student Information Form**

Last Name: \_\_\_\_\_ First Name \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell: \_\_\_\_\_

Student's Email Address: \_\_\_\_\_

Birthdate: \_\_\_/\_\_\_/\_\_\_\_\_ SSN: \_\_\_\_\_-\_\_\_\_\_-\_\_\_\_\_

Residence Address:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Parent/Guardian Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Parent/Guardian Name: \_\_\_\_\_ Phone: \_\_\_\_\_

High School: \_\_\_\_\_ Graduation Year: \_\_\_\_\_

College Prep School (if applicable): \_\_\_\_\_

School Counselor: \_\_\_\_\_ Phone: \_\_\_\_\_

Academy Preference: (Air Force/Naval/Military/Merchant Marine) \*

1<sup>st</sup>: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_

3<sup>rd</sup>: \_\_\_\_\_ 4<sup>th</sup>: \_\_\_\_\_

Intended Major: \_\_\_\_\_

***\* Competition for the Academy openings is very intense, and it is impossible for all those who wish to attend to do so. We highly recommend that candidates consider alternate plans. Final appointments are made solely by the Academies; Congressional Nominations do not guarantee appointments.***

## **Military Academy Nominations - FAQ**

### **What is a nomination?**

Members of Congress may nominate applicants who meet the eligibility requirements established by law. A candidate may seek a nomination from the following:

- A member of the U.S. House of Representatives who represents the congressional district in which the candidate resides
- Both U.S. Senators from his or her state
- Apply directly to the Vice-President of the United States

### **What are the basic eligibility requirements?**

Each applicant for a nomination must meet the following eligibility requirements as of July 1st of the year of admission to an academy:

- Age: Be at least 17 years old, but not have passed the 23rd birthday
- Citizenship: Must be a U.S. citizen
- Marital Status: Must be unmarried, not pregnant, and without legal obligation to support children or other dependents
- Residence: Must reside within the boundaries of the 2nd Congressional District of California.
- Skill / Fitness: Must meet the medical, physical, and academic requirements of the Academy.

### **Who do I contact to request an application?**

Contact my San Rafael Office at 415-258-9657 to request a nomination packet.

### **When do I apply for a nomination?**

My nomination application period opens April 1st of each year for those candidates who are high school juniors and will be seniors the following school year, or who have already graduated.

### **What is the deadline for completing a nomination file?**

The deadline for submitting a nomination packet to my District Office is November 1<sup>st</sup>. Please contact my office at 415-258-9657 for more specifics.

### **What criteria are used in selecting candidates?**

Nominations are based on a "whole person" evaluation. Factors such as academic achievements, extra-curricular activities, leadership skills, physical aptitude, character and motivation are taken into consideration and compared with other applicants.

### **What must be included in my nomination file?**

A complete nomination file consists of the following items:

- Student Information Form
- Counselor's Appraisal Form
- Certified copy of academic transcript
- Report of SAT or ACT
- Verified class rank and cumulative GPA
- Letters of recommendation (optional)
- Resume of extracurricular activities
- Personal essay explaining why the candidate wants to attend the Academy and why they feel they should be nominated
- Recent photograph

### **What happens after I have completed my nomination file?**

Applicants who submit a qualified, completed nomination packet will be scheduled for an interview in December.

### **How many academies are there?**

There are five service academies.

- U.S. Military Academy at West Point, New York
- U.S. Naval Academy at Annapolis, Maryland
- U.S. Air Force Academy at Colorado Springs
- U.S. Merchant Marine Academy at Kings Point, New York
- U.S. Coast Guard Academy at New London, Connecticut (Does not require a Nomination)

### **Are the requirements the same for all of the service academies?**

No. Although many of the qualifications are similar, each academy operates under its own admissions guidelines. Visit the academy of your choice via the websites noted for each academy's particular admissions qualifications. It is not necessary to seek a nomination to the Coast Guard Academy, as the U.S.C.G.A. accepts candidates based on their own testing criteria.

### **Who should I ask to write a letter of recommendation on my behalf?**

Some of the people applicants typically seek recommendations from include teachers, counselors, employers, coaches, clergy, and scout leaders.

### **Will I automatically be selected by the academy after I receive a nomination?**

No. You will be placed among a select group of nominees, and the academy of your choice will make the final decision. If selected, you will receive an offer of admission (an appointment) directly from the academy.

**What if I choose more than one academy? Will I be limited to a single nomination?**

No. You can be nominated to multiple academies depending on how well you have competed among this year's pool of candidates. It is also possible to win multiple appointments.

**When will I know if I have been offered an appointment by an academy?**

Academies will begin to notify candidates of their admission status in February. All offers of appointment are generally sent out by May.