



# SERVICE ACADEMY CONGRESSIONAL NOMINATION



## Application Packet 2023-2024



## Application Procedure for Service Academies

**Note to Applicant:** You are being considered for a nomination to one or more of the service academies. You will not be considered for an academy which you have not designated as your choice on the application form. However, you must satisfy the criteria listed under “Minimum Requirements” for each selected academy in order to receive an interview.

**1. Application Form** – Complete the online application form and attach your resume and/or curriculum vitae, a personal statement not to exceed 700 words, and a recent, professional headshot on a neutral background.

**2. Letters of Recommendation** – Ask your high school counselor or principal to complete one letter of recommendation, and choose two others to complete letters of recommendation, such as a teacher, coach, employer, or someone who knows you well. Recommenders must each complete the recommendation form attached to this packet and additionally affix their letter of recommendation to the recommendation form. Have them return both to you in a sealed envelope with their signature across the seal.

**3. Transcripts** – Ask your counselor or principal to mail or email our District Office a copy of your transcript and make sure it includes your course listing, grades, current weighted and unweighted G.P.A., and class percentile or rank. The transcript should be mailed directly to our office from your school.

**4. Standardized Test Results** – To have scores forwarded to our office directly from the testing centers, please use the following codes:

**SAT: 7341 – ACT: 7347**

Many transcripts will not include copies of your SAT or ACT scores. If your transcript does, this is sufficient and you need not send in separate score results, unless you have updated scores. Otherwise, please make sure to send our office copies of your scores through the SAT and ACT websites. No scores will be accepted after **November 17, 2023**.

**5. Deadline** – All materials mentioned above must be transmitted to the District Office by the deadline, **November 17, 2023**. The mailing address is:

**FL-27 District Office  
ATTN: Reidel Nabut  
5725 SW 8<sup>th</sup> St, Suite 200  
Miami, FL 33144**

**6. Interview** – Interviews will be held Nov. 27 – Dec. 15, 2023, at the District Office. Qualified candidates will be contacted to schedule a thirty-minute interview. If you are unable to attend a scheduled interview, you must send a written request to change the date.

## Application Timeline

**July – November 2023**

### **Complete Packet**

Candidates must complete application packets and return them to Congresswoman Salazar's District Office.

**October 2023 (TBA)**

*Location: TBD*

### **Academy Recruitment Day**

Information session with all five military academy branches on the application process and the value of attending a U.S. Military Academy.

**November 17, 2023**

**5:00 PM**

### **Deadline**

All required information for a completed application packet must be received by this date. *Please make sure to include sufficient postage.*

**Nov. 27 – Dec. 15, 2023**

### **Interviews**

Qualified candidates will be invited to interview for approximately 30 minutes by Congresswoman Salazar's staff. Interviews will be held at the District Office.

**January, 2024**

### **Nominations**

Congresswoman Salazar will submit nominations to the academies and notify all interviewed candidates of nomination status.

**Early- to Mid-2024**

### **Appointment**

Although some appointments are offered beyond May, the academies will make most appointments starting in January and continuing until April 2024. Appointments must be accepted by May 1.

**July 2024**

### **Report to the Academy**

Appointed cadets are due at the U.S. service academies.

## Minimum Requirements

***Note to Applicant:*** While satisfying the requirements below may make one eligible, it does not guarantee a nomination or an appointment. Please also note that the Coast Guard Academy does not accept congressional nominations for appointment.

Academy	Min. Requirements	Min. Scores	Avg. Scores
<b><i>U.S. Naval Academy</i></b> Office of Admissions 52 King George Street Annapolis, MD 21402-1318 (410) 293-1858	U.S. Citizen/Age 17-23 after 7/1 on year of entrance Unmarried/No Dependents Nomination required PAE* and DODMERB* exams 6 years post-grad active duty	SAT V-520, M-600 ACT E/R-25, M/S-26 Highest is taken	SAT V-580, M-650 ACT E/R-27, M/S-30
<b><i>U.S. Air Force Academy</i></b> Office of Admissions 2304 Cadet Drive, Ste 2300 USAF Academy, CO 80840 1-800-443-9266	U.S. Citizen/Age 17-23 after 7/1 on year of entrance Unmarried/No Dependents Nomination required CFT* and DODMERB* exams 6 years post-grad active duty	SAT V-620, M-580 ACT E/R-24, M/S-25 Highest is taken	SAT V-567, M-659 ACT E/R-28, M/S-29
<b><i>U.S. Military Academy</i></b> Office of Admissions Building 606 West Point, NY 10996 (845) 938-4041	U.S. Citizen/Age 17-23 after 7/1 on year of entrance Unmarried/No Dependents Nomination required PAE* and DODMERB* exams 6 years post-grad active duty	SAT V-480, M-540 ACT E/R-20, M/S-23 Highest is taken	SAT V-561, M-646 ACT E/R-27, M/S-28
<b><i>U.S. Merchant Marine Academy</i></b> Office of Admissions 300 Steamboat Road Kings Point, NY 11024 (516) 726-5644	U.S. Citizen/Age 17-25 after 7/1 on year of entrance No Marriage Restrictions Nomination required PAE* and DODMERB* exams 8 years post-grad reserve duty	SAT V-540, M-560 ACT E/R-22, M/S-24 Highest is taken	SAT V-600, M-600 ACT E/R-27, M/S-27
<b><i>U.S. Coast Guard Academy</i></b> Office of Admissions 31 Mohegan Avenue New London, CT 06320 1-800-883-8724	U.S. Citizen/Age 17-22 on last Monday in June Unmarried/No Dependents/ No financial debt No nomination required DODMERB* exam only 6 years post-grad active duty	SAT V-630, M-650 ACT E/R-25, M/S-26 Highest is taken	SAT V-620, M-650 ACT Composite-27

\*PAE: Physical Aptitude Exam

\*CFT: Candidate Fitness Test

\*DODMERB: Department of Defense Medical Examination Review Board

# Service Academy Nomination Application

## For which academies are you interested in seeking a nomination?

Number your preferences 1-4, with 1 being your highest preference.

Academy Name	Application Status	
____ U.S. Air Force Academy	<input type="checkbox"/> Submitted	<input type="checkbox"/> In-Process
____ U.S. Merchant Marine Academy	<input type="checkbox"/> Submitted	<input type="checkbox"/> In-Process
____ U.S. Military Academy	<input type="checkbox"/> Submitted	<input type="checkbox"/> In-Process
____ U.S. Naval Academy	<input type="checkbox"/> Submitted	<input type="checkbox"/> In-Process

## I. Applicant Information

Full Name (First, MI, Last): \_\_\_\_\_

Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_ Citizenship Status: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_ ZIP: \_\_\_\_\_

Mobile Phone: \_\_\_\_\_

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

Work Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

## II. Education Information

High School: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_ ZIP: \_\_\_\_\_

GPA (*unweighted*): \_\_\_\_\_ GPA (*weighted*): \_\_\_\_\_ Percentile/Rank: \_\_\_\_\_

Expected Graduation Year: \_\_\_\_\_ Class Size: \_\_\_\_\_

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

School Counselor Email: \_\_\_\_\_

# Service Academy Nomination Application

## III. Test Scores

SAT: \_\_\_\_\_ *Reading/Writing:* \_\_\_\_\_ *Math:* \_\_\_\_\_ *Essay:* \_\_\_\_\_

ACT: \_\_\_\_\_ *Math:* \_\_\_\_\_ *Science:* \_\_\_\_\_ *English:* \_\_\_\_\_ *Reading:* \_\_\_\_\_ *Writing:* \_\_\_\_\_

AP/IB Exam:	Score	AP/IB Exam:	Score
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

## IV. Leadership Qualities and Activities

*Please check all applicable.*

- |  |   |
|--|---|
| <input type="checkbox"/> Boys'/Girls' State or Nation<br><input type="checkbox"/> Eagle Scout<br><input type="checkbox"/> Boy Scout/Girl Scout<br><input type="checkbox"/> Key Club/Interact<br><input type="checkbox"/> National Honor Society<br><input type="checkbox"/> Officer of Class/Student Council<br><input type="checkbox"/> Officer of School Club<br><input type="checkbox"/> Academic Honors Club<br><input type="checkbox"/> School Band/Chorus<br><input type="checkbox"/> School Newspaper/Yearbook Editor<br><input type="checkbox"/> Jr. ROTC Officer<br><input type="checkbox"/> Debate Club<br><input type="checkbox"/> Language | <input type="checkbox"/> Church Membership<br><input type="checkbox"/> Football _____ years<br><input type="checkbox"/> Baseball/Softball _____ years<br><input type="checkbox"/> Basketball _____ years<br><input type="checkbox"/> Swimming _____ years<br><input type="checkbox"/> Track/Cross Country _____ years<br><input type="checkbox"/> Volleyball _____ years<br><input type="checkbox"/> Wrestling _____ years<br><input type="checkbox"/> Other Sport _____ years<br><input type="checkbox"/> Civil Air Patrol & Navy Sea Cadets<br>_____ Hours worked per week (after school)<br>_____ Hours worked per week (summer) |
|--|---|

## Service Academy Nomination Application

### V. Additional Activities

*Please list any additional activities, volunteerism, and/or work experience that you feel would best complete your application in the box below:*

### VI. Required Documents

*Please attach the following to your application:*

- ☐ Professional Headshot (recent, neutral background)
- ☐ Résumé and/or Curriculum Vitae
- ☐ Personal Statement (700 words, single-spaced)

### VII. Certification and Signature

*By signing below, you affirm that the information provided in this application is true, correct, and complete to the best of your knowledge and belief. You additionally certify that failure to submit any required materials may jeopardize your application.*

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Signature of Applicant

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Date

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Print Name



# Congresswoman María Elvira Salazar Service Academy Nomination Recommendation Form

FL-27 District Office  
ATTN: Reidel Nabut  
5725 SW 8<sup>th</sup> St, Suite 200  
Miami, Florida 33144  
(305) 668-2285

**Note to Candidate:** You are required to submit three letters of recommendation: one (1) from your high school counselor or principal; and two (2) others from a core course or STEM teacher, coach, employer, or someone who knows you well. Have them return the completed forms and letters to you in a sealed envelope with their signature across the seal. Send letters of recommendations, application form, transcripts, and SAT or ACT scores to the District Office by **November 17, 2023**.

Name of Applicant: \_\_\_\_\_  
Street Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

**Note to Recommender:** The person whose name appears above is applying for admission to one of the United States Service Academies. The academies provide a college education leading to a career as a military officer. The questions posed below suggest the kind of information that would be helpful in the selection process; however, it is provided for your convenience only, and we welcome your additional comments in whatever form you see appropriate. Your assistance in this candidate's evaluation is very helpful to us and greatly appreciated. Please seal and sign the back of the envelope and return to the candidate, who will submit it unopened with his/her application. Please note that the deadline is **November 17, 2023**.

I. How long have you known the applicant and in what capacity?

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II. What do you consider to be the applicant's talents or strengths?

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III. What do you consider to be the applicant's weaknesses?

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IV. Are you aware of any personal circumstances or conditions which might affect the applicant's performance at the academy? If yes, please explain:

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V. Please appraise the applicant in terms of the qualities listed below. Leave blank any for which you have no information.

	Exemplary Top 2%	Superior Top 5%	Excellent Top 15%	Good Top 1/3	Average Mid 1/3	Poor Bottom 1/3
Intellectual Ability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ability to work with others	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Leadership Skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Creativity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Motivation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Maturity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Overall Character	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

VI. Additional comments:

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Recommender's Signature: \_\_\_\_\_

Recommender's Name (please print): \_\_\_\_\_

Position/Title: \_\_\_\_\_ School/Firm: \_\_\_\_\_

Relationship to Applicant: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

***Please deliver this form, along with the letter of recommendation, directly to the applicant at your earliest convenience in a sealed envelope with your signature across the seal.***