



Congresswoman Eleanor Holmes Norton

Service Academy Nomination Procedure & Basic Fact Sheet for 2007 Admission

A nomination to one of the United States' Service Academies is a distinct and rare honor. Acceptance of an Academy appointment involves at least a nine year obligation to the Service: four years at the Academy and at least five years of active duty service.

I. GENERAL INFORMATION:

- A. The nomination process is very competitive. I urge you to apply for a nomination from me as well as the other nomination sources:**
1. Vice Presidential.
 2. Military Affiliated: a) *Presidential (Children of Career Military Personnel); b) Children of Deceased or Disabled Veterans; c) Children of Military or Civilian Personnel in Missing Status; d) Children of Medal of Honor Recipient; e) Members of Regular or Reserve Components, and; f) Members of the R.O.T.C. or J.R.O.T.C.*
- B. Academies are able to award more appointments than are available through Congressional vacancies. More than one nomination is neither required nor of assistance in achieving an appointment. Please notify me if another authority nominates you. This allows other candidates the opportunity for a nomination.**

II. REQUIREMENTS:

A. You Must:

1. Be at least 17 years old but not yet 23 years old,
2. Be a citizen of the United States,
3. Be unmarried, not pregnant, and have no legal obligation to support a child or a dependent; and,
4. Be a legal resident of the District of Columbia.

B. You Must Furnish:

1. A completed application. My receipt of the Applicant Basic Fact Sheet establishes your file in my office. Immediately complete your Applicant Basic Fact Sheet and return it to my Northwest District Office. My receipt of your completed application in my Northwest District Office establishes your candidacy. A completed application consists of: Applicant Checklist, Applicant Background Information, Essay, Three Letters of Recommendation, Official Transcript(s), and SAT and/or ACT scores establishes your candidacy. Return your completed Applicant Checklist, Background Information, and Essay to my Northwest Office together in one packet to my Northwest Office. Have your transcript(s), test scores, and letters of recommendation sent directly to my Northwest Office.
2. Up-to-date transcript(s): Your academic transcript(s) must be current, official, and contain your grade point average(s) The Transcripts must show your senior courses and, if available, any grades for them.
3. Three letters of recommendation: These letters should come from people who know you well, such as teachers, counselors, employers, and coaches. At least one recommendation must be from a math or science teacher. Letters from relatives are not acceptable. I have attached recommendation forms, which you may use.

4. A brief essay: Write a brief essay of 250 – 500 words explaining why you want to attend an Academy.
5. College Boards: the Academies, as well as my Selection Board, require SAT or ACT scores. Plan to take either of these tests at least once before November of your senior year. You must ask the testing services to send your scores to my office. Indicate either **5462**, for the SAT, or **7319**, for the ACT, as a score recipient on the test registration forms.
6. A qualifying medical examination: When the Academies receipt your pre-candidate questionnaire, they will schedule you for a medical examination by the Department of Defense Medical Review Board (DODMRB). DODMRB sends the results to me.
7. A photograph: attach a current 2" X 2" passport type photograph to the top right-hand corner of Applicant Basic Fact Sheet in the space indicated.

II. TYPE OF NOMINATION:

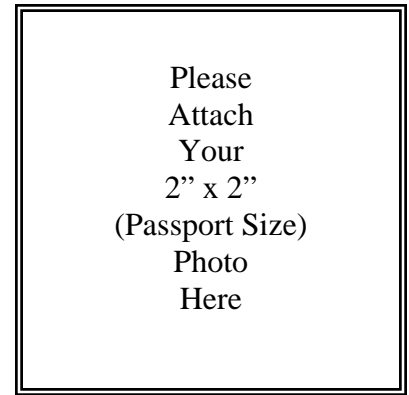
- A. **I use the competitive nomination process. I may nominate ten candidates who compete for each vacancy I have at the U.S. Air Force, Merchant Marine, Military, and Naval Academies. The Academies select from the ten nominees the one candidate whom they believe to be the most competent for an appointment. The other nine nominees compete for other available appointments among a nation-wide pool of nominees.**
- B. **Basis for Nomination: I base nominations on the composite of your academic record, extra-curricular activities, SAT or ACT scores, and your interview with my Service Academy Selection Board. I consider the following:**
 1. School Records: Your grade point average and class rank are critical. The average competitive candidate stands in the upper fifth of his or her class.
 2. College Boards: A competitive candidate must have minimum SAT I scores above 500 verbal and above 550 math, or ACT scores above 20 for English and above 25 for math. I urge you to retake the SAT or ACT if your scores do not meet these minimum requirements.
 3. Extracurricular activities: I consider participation in work, athletics, community service, and school clubs or organizations.
 4. Motivation: Your motivation is an important consideration, and the most difficult to measure. The diligence you demonstrate in completing your file reflects your motivation. Incomplete files show a lack of interest in receiving a nomination.

III. FINAL NOTES:

- A. **Members of the academic, civic and military community comprise my Service Academy Selection Board. My Board reviews all competed applications. If you complete your file, my Board will interview you in during the 2nd or 3rd week of December 2006. I will notify you of the time, date, and location of that interview in early December.**
- B. **This is a general fact sheet. It is intended only to furnish an overview of the nomination process. Contact the Academies themselves for detailed information and specific requirements of each Academy. Their Internet addresses are:**
 1. Military Academy: www.usma.edu
 2. Naval Academy: www.usna.edu
 3. Merchant Marine Academy: www.usmma.edu
 4. Air Force Academy: www.usafa.edu
 5. Coast Guard Academy uses a direct appointment s and does not require nominations: www.uscga.edu.
- C. **Address correspondence regarding your application for a nomination to:**

Congresswoman Eleanor Holmes Norton
529 14th ST NW STE 900
WASHINGTON, DC 20045-1928
TEL: 202-783-5065
FAX: 202-783-5211
E-Mail: Cartwright.Moore@mail.house.gov
- D. **Your application is due in my Northwest Office by 17:00 (5:00 p.m.) November 15, 2006.**

Applicant Basic Fact Sheet
Please Neatly Type Your Answers.



Name: _____
LAST First Middle

Permanent
Address: _____

City: _____ **State:** _____ **Zip:** _____

(If Different From Permanent Address)

Current
Address: _____

City: _____ **State:** _____ **Zip:** _____

Home
Phone: _____ **Fax:** _____ **Cell Phone:** _____

E-Mail
Address: _____

Father's
Name: _____ Mother's
Name: _____

Guardian's Name (If:
Applicable): _____ Your Date
Of Birth: _____ Uncorrected Visual
Acuity: _____

Social Security
Number: _____ **Weight:** _____ **Height:** _____

High
School: _____ **Expected Year Of**
Graduation: _____

Are You Attending College Or Academy Prep School? Yes No If Yes, Please Provide the School's Name &
Address: _____

College
Phone: _____ **College**
Fax: _____ **Dates**
Attended: _____

Please Identify Any Other Sources You Plan To Contact For A Nomination

Presidential Vice Presidential Senatorial Other

Are You Now In The Armed Forces? Yes No. If Yes, Please Provide:

Service: _____ **Rank:** _____ **Entry**
Date: _____

Please Rank Your 1st, 2nd, 3rd, & 4th Preferences Among the US Service Academies:

___ US Military Academy ___ US Naval Academy ___ US Merchant Marine Academy ___ US Air Force Academy

Indicating Your Preferences Will Not Affect Congresswoman Norton's Consideration Of Your First Choice.

However, It Will Increase Your Potential For An Academy Nomination.

If You Reside Outside the DC Area, Indicate the Dates In December 2006 & January 2007 During Which You Will Be In
Washington, DC & Available To Be Interviewed By Congresswoman Norton's Service Academy Selection Board:

Applicant Checklist
Please Neatly Type Your Answers.

Return your completed application with this signed and dated checklist to:

Congresswoman Eleanor Holmes Norton
ATTN: Cartwright Moore
529 14th Street, NW, Suite 900
Washington, DC 20045-1928

Voice: (202) 783-5065, Fax: (202) 783-5211, E-mail: Cartwright.Moore@Mail.House.Gov.

Confirm that your references mailed your recommendations, and that your school(s) has mailed your official transcript. This checklist and all related materials are due at 17:00 (5:00 p.m.), Wednesday, November 15, 2006.

Name: _____
LAST First Middle

Address: _____

City: _____ **State:** _____ **Zip:** _____

Phone: _____ **E-Mail Address:** _____

1. I mailed this application on: _____
2. The below named persons mailed letters of recommendation on the indicated dates:
 - a) _____ Date: _____
Science/Math Teacher Name
 - b) _____ Date: _____
Name
 - c) _____ Date: _____
Name
3. My high school mailed an official transcript which showed the classes I am taking or I took during the first grading period of my senior year on Date: _____
4. (If applicable) My College/Prep School mailed an official transcript which showed the classes I am taking or I took during the first grading period of this year on Date: _____
5. I requested my SAT scores be mailed to code **5462**
 - a) I last took the SAT on: _____, **and/or**,
I requested my ACT scores be mailed to code **7319**
 - b) I last took the ACT on: _____
 - c) I anticipate retaking the SAT/ACT again on: _____
6. I have initiated files at the academies with which I seek nomination.

Signature: _____ Date: _____

Candidate Name: _____

The above-named candidate seeks a nomination to a U.S. Service Academy from Congresswoman Eleanor Holmes Norton. The transcript must list the candidate's senior year courses and, if available, any mid-term grades. Kindly forward the Candidate's official transcript to:

Congresswoman Eleanor Holmes Norton
ATTN: Cartwright Moore, Service Academy Nominations
529 14th ST NW STE 900
Washington, DC 20045-1928
Voice: (202) 783-5065, Fax: (202) 783-5211, E-mail:
Cartwright.Moore@Mail.House.Gov.

Questions may be directed to Cartwright Moore, whose information appears above. The official transcript must be received in Congresswoman Norton's Office by 17:00 (5:00 p.m.) Wednesday, November 15, 2006.

Candidate Name: _____

**Congresswoman Eleanor Holmes Norton
Science/Math Teacher's Recommendation For Service Academies – A**

This is my appraisal of the candidate's promise as a student at a United States Service Academy.

Other Forms Are Acceptable. You May Use Additional Pages.

Signature: _____ Date: _____

Printed Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Nature and Length of Acquaintance with Candidate: _____

Candidate Name: _____

**Congresswoman Eleanor Holmes Norton
Recommendation For Service Academies – B**

This is my appraisal of the candidate's promise as a student at a United States Service Academy.

Other Forms Are Acceptable. You May Use Additional Pages.

Signature: _____ Date: _____

Printed Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Nature and Length of Acquaintance with Candidate: _____

Candidate Name: _____

Congresswoman Eleanor Holmes Norton
Recommendation For Service Academies – C

This is my appraisal of the candidate's promise as a student at a United States Service Academy.

Other Forms Are Acceptable. You May Use Additional Pages.

Signature: _____ Date: _____

Printed Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Nature and Length of Acquaintance with Candidate: _____