

# Service Academy Nomination Application Packet



## Office of Congressman Alan Grayson

Attn: Mimi P. Saunders  
455 N. Garland Ave., Suite 402  
Orlando, FL 32801  
(407) 841-1757  
<http://grayson.house.gov>  
[miriam.saunders@mail.house.gov](mailto:miriam.saunders@mail.house.gov)

**PREFACE**  
**HIGH IMPORTANCE**

**TO ALL PROSPECTIVE CANDIDATES**

We thank you for your interest in applying to one or more of the Service Academies through the office of Congressman Alan Grayson (FL-8).

Applying to an academy is a decision that should be given sincere forethought, and certain stipulations must be adhered to in regard to the “process.”

1. When your application packet is turned in, it must be **complete with every item that is requested.** ACT and SAT scores will be added to your packet upon receipt.
2. **Packets must be received by October 22, 2010. NO EXCEPTIONS**
3. No information will be shared with anyone other than the prospective candidate. Everything submitted to this office is strictly confidential, so we will make it accessible only to you. We will not relay any information to family members or friends.
4. The Academy board is looking for many qualities; two of them being **efficiency and order.** We encourage you to consider this while preparing your packets.
5. Should you have any questions regarding the application process please feel free to call me and together we can eradicate any errors prior to submission.

We wish you the best of luck as you prepare to participate in this important and exciting endeavor.

Sincerely,  
Mimi P. Saunders  
Director of Service Academy Nominations



**Congressman Alan Grayson  
Florida Eighth Congressional District**

**TIMETABLE OF APPLICATION PROCESS,  
ELIGIBILITY REQUIREMENTS AND SELECTION CRITERIA**

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**Timetable for the Application Process:**

- June 22, 2010: Request Nomination Application**  
Students who reside in the Eighth Congressional District of Florida and who are preparing to enter their senior year of high school may begin submitting application materials to request a Congressional nomination for a Service Academy.
- October 22, 2010: Nomination Application Deadline**  
ALL packets MUST be postmarked, by Friday October 22, 2010. **No exceptions !!!**  
Please mail or deliver to:  
Congressman Alan Grayson  
Attn: Mimi P. Saunders  
455 N. Garland Ave., Suite 402  
Orlando, FL 32801  
**Applicants are responsible for making sure their files with my office are complete.**  
If you do not submit the required information by deadline, your application will not be given full consideration.
- November 12, 2010: Respective candidates may begin calling Ms. Saunders to set up their interview.**  
**Office hours are 9:00 am to 6:00 pm.**  
**Time slots for interviews will be scheduled on a first come, first served basis.**
- November 19, 2010: Review of Completed Applications and Academy Service Board Interviews**  
The Academy Service Board is scheduled to interview all applicants who fully qualify for a nomination. The board will look closely at all aspects of those individuals who are being considered. **This is the only day interviews will be held for consideration of a nomination through Congressman Grayson. No make-up dates are available.**
- January 2011: Announcement of Nominees and Offers of Appointments from Academies begin.**  
The nominations will be made and all nominees will be notified.  
Nomination by Congressman Alan Grayson does not automatically result in selection by the Service Academies.  
**Selection for appointment to each Academy is ultimately decided upon by the academy to which you have applied.**  
**At this juncture your appointment is in the hands of the Academies. Any questions you have will be answered by the respective Academies.**

## **Eligibility Requirements**

Applicants must meet the following requirements as of July 1<sup>st</sup> of the year of admission to the Academy:

- I. Age: The student must be between 17 and 22 years of age.
- II. Citizenship: Applicant must be a United States Citizen by November 1st of the application year.
- III. Marital Status: Must be unmarried, not pregnant, and have no obligation to support children or other dependants.
- IV. Domicile: Candidate **must** reside in the Eighth Congressional District of Florida.

## **Selection Criteria**

Nominations from Congressman Alan Grayson are based on a “whole person” evaluation. Applicants are considered for nomination based upon five levels of criteria.

- I. Scholarship: Evaluation of academic records will include the applicant’s grade point average, SAT / ACT scores, class ranking, student’s willingness to embrace academic challenges, and if applicable any college records.
- II. Leadership: Consideration will be made based on the student’s leadership experience and potential command ability. The consideration of this qualification will be based upon the applicant’s records of extracurricular activities. Quality of involvement is stressed over the number of activities.
- III. Motivation: Consideration of the motivation and desire of applicants to attend a service Academy is based upon their recommendations, and their interview before the Academy Nominee Selection Board.
- IV. Medical: The academies schedule medical and physical fitness examinations. Students will be notified when and where to report for these tests.
- V. Competitiveness: The final consideration of an applicant for a nomination is comparative in nature, appraising each applicant’s attributes against all others who are applying.

If you have any questions please feel free to contact Mimi P. Saunders at 407-841-1757 or [miriam.saunders@mail.house.gov](mailto:miriam.saunders@mail.house.gov).



**Congressman Alan Grayson  
Eighth Congressional District of Florida**

**APPLICATION REQUIREMENTS**

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To be considered for a possible nomination, a student must read all guidelines carefully and complete all of the steps below prior to Friday October 22, 2010. Please send all completed materials to:

Office of Congressman Alan Grayson  
Attn: Mimi P. Saunders  
455 N. Garland Ave., Suite 402  
Orlando, FL 32801

**All completed applications must be postmarked by October 22, 2010. No exceptions will be made.**

**Materials:**

1. **Letter Requesting Nomination** – Submit a letter to the office of Congressman Alan Grayson requesting a nomination packet or utilize the packet online.
2. **Application for Nomination** – Return the completed packet for your nomination.
3. **Resume** – Provide a detailed listing of your academic, community service, extracurricular and athletic activities, and other notable accomplishments.
4. **Photo** – Attach a recent color photo to your completed application. (This does not have to be a professional photo.)
5. **Letters of Recommendation** – Submit at least two letters of recommendation from people not related to you. Letters should come from a high school administrator or teacher; or someone who can assess your intellect, character, and suitability for military service. These letters may be given to you in sealed envelopes with their signature across the seal or they may be sent directly to our office at the above address.
6. **Counselor's Form and Letter of Recommendation** – Deliver the Counselor Form to your high school guidance counselor and have them send the completed form with a letter of recommendation directly to the above address.
7. **Official Transcripts** – Submit a copy of your official transcripts to be sent directly from your High School (or college) to the above address.
8. **Standardized Test Results** – Have your scores sent directly from the testing services to the above address.



## MILITARY SERVICE ACADEMY INFORMATION

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The President of the United States, Vice President, Members of Congress and the Department of Defense have the authority to nominate persons for admission to a Service Academy.

Applicants should direct any questions regarding the admissions process for a particular Academy to the Academy's Admissions office. Applicants are responsible for initiating a pre-candidate file at each Academy to which they are seeking a nomination. Contact information for each of the academies is listed below.

### **United States Military Academy**

Director of Admissions  
United States Military Academy  
606 Thayer Road  
West Point, New York 10996  
(845)938-4041 or (800)822-2769  
Website: <http://www.usma.edu>

### **United States Naval Academy**

Candidate Guidance Office  
United States Naval Academy  
117 Decatur Road  
Annapolis, Maryland 21402  
(410)293-4361 or (800)638-9156  
Website: <http://www.usna.edu>

### **United States Air Force Academy**

USAFA / RRS  
2304 Cadet Drive, Suite 200  
USAF Academy, Colorado 80840  
(800)443-9266  
Website: <http://www.academyadmissions.com>

### **United States Merchant Marine Academy**

Director of Admissions  
U.S. Merchant Marine Academy  
Kings Point, New York 11024  
(800)732-6267  
Website: <http://www.usmma.edu>

### **United States Coast Guard Academy**

Director of Admissions  
15 Mohegan Avenue  
New London, Connecticut 06320  
(800)883-USCG  
Website: <http://www.cga.edu/>  
\* It is not necessary to seek a Nomination to attend the Coast Guard Academy.  
U.S.C.G.A. accepts candidates based on their own testing criteria. Any individual interested in applying must contact the Academy directly.

\* The U.S. Merchant Marine Academy uses state quotas to determine admission, rather than district quotas. For the Merchant Marine Academy, a Member of Congress may nominate as with other academies, however, there is no dedicated position available. Each nominee selected must compete statewide for the vacancies and the Merchant Marine Academy makes the selection.

#### Final Admission to the Academies:

The selection of appointee is ultimately decided upon by the academy to which you have applied.  
Nomination by Congressman Alan Grayson does not automatically result in selection by the Military Service Academies.



**Congressman Alan Grayson**  
**Eighth Congressional District of Florida**

**ACADEMY NOMINATION APPLICATION**

Please rank the Academies to which you are applying in the order of your preference  
(one to five, as applicable):

\_\_\_\_\_ United States Air Force Academy      \_\_\_\_\_ United States Naval Academy  
\_\_\_\_\_ United States Military Academy      \_\_\_\_\_ United States Coast Guard (no nominations made)  
\_\_\_\_\_ United States Merchant Marine Academy

**Personal Information:**

Full Legal Name: \_\_\_\_\_  
(last) (first) (middle)

Nickname: \_\_\_\_\_ Height: \_\_\_\_\_ Weight: \_\_\_\_\_

Permanent Address: \_\_\_\_\_  
(street/post office box) (city) (state) (zip)

Mailing Address: \_\_\_\_\_  
(street/post office box) (city) (state) (zip)

Home Telephone: (\_\_\_\_) \_\_\_\_\_ Cell Phone: (\_\_\_\_) \_\_\_\_\_

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

Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_ Place of Birth: \_\_\_\_\_  
(MM/DD/YYYY)

Social Security Number: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Gender: \_\_\_\_\_

Parents/Guardian: \_\_\_\_\_  
(Father or Guardian / daytime phone number)

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*(Mother or Guardian / daytime phone number)*

### Academic Information:

High School: \_\_\_\_\_ Graduation Date: \_\_\_\_\_

GPA: \_\_\_\_\_ GPA: \_\_\_\_\_  
(Weighted) (Unweighted)

Class Rank: \_\_\_\_\_ Class Size: \_\_\_\_\_

SAT Scores: Total: \_\_\_\_\_ Verbal: \_\_\_\_\_ Math: \_\_\_\_\_

ACT Scores: Total: \_\_\_\_\_

English: \_\_\_\_\_ Math: \_\_\_\_\_ Reading: \_\_\_\_\_ Science: \_\_\_\_\_

College/University Experience (if applicable): \_\_\_\_\_

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*(Include name of institution, dates of attendance, GPA)*

### Attachments:

Please provide the following documents as attachments to these forms as part of the application:

- \* **Application for Nomination** – Return the completed Application for Nomination.
- \* **Resume** – Provide a detailed listing of your academic, community service, extracurricular and athletic activities, and other notable accomplishments.
- \* **Photo** – Attach a recent color photo to your completed application. (This does not have to be a professional photo.)
- \* **Letters of Recommendation** – Submit at least two letters of recommendation from people not related to you. Letters should come from a high school administrator or teacher; or someone who can assess your intellect, character, and suitability for military service. These letters may be given to you in sealed envelopes with their signature across the seal or they may be sent directly to our office at the above address.
- \* Please make sure that you have your **Official Transcripts, Counselor's Form, Letters of Recommendation**, and all **Standardized Test Results** sent directly to our office.



## Signatures:

I hereby certify that I am a legal resident of the Eighth Congressional District of the State of Florida and meet all of the eligibility requirements as stated in the information guide and application provided by Congressman Alan Grayson office.

I request that Congressman Grayson consider my application for a Congressional Nomination to the United States Service Academy or Academies that I have listed. I affirm that I have never been convicted for violating a state or federal statute.

I understand that graduation from USMA, USNA, or USAFA obligates me to five years of active duty in the uniformed armed services.

I understand that the postmark deadline for this application is October 20, 2009. If I have not submitted all of the requested information postmarked by the deadline, I understand that my application may not be given full consideration.

I, the undersigned, certify that the information I have provided on this application is accurate and has been completed to the best of my knowledge.

Applicant Signature: \_\_\_\_\_

Applicant Name (printed): \_\_\_\_\_

Date: \_\_\_\_\_

*For applicants under 18 years of age:*

I approve of this application and certify that all of the information provided by my child or ward is accurate.

I understand that if my child or ward is nominated to a Service Academy, any announcement to the news media will be made by Congressman Alan Grayson's Office.

Signature of Parent or Legal Guardian: \_\_\_\_\_

Name (printed): \_\_\_\_\_

Date: \_\_\_\_\_



**Congressman Alan Grayson  
Eighth Congressional District of Florida**

**HIGH SCHOOL GRADE / RANKING INFORMATION  
AND SCHOOL COUNSELOR RECOMMENDATION**

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Please complete this form and attach it to your written recommendation for the student. If available, please also attach any ACT or SAT scores and high school disciplinary file, if applicable, for the student.

Completed form and attachments must be postmarked by Friday, October 22, 2010.

Information can be sent to:

Office of Congressman Alan Grayson  
Attn: Mimi P. Saunders  
455 N. Garland Ave., Suite 402  
Orlando, FL 32801

**Name of Student:** \_\_\_\_\_

**Name of High School:** \_\_\_\_\_

**Telephone:** \_\_\_\_\_ **Fax:** \_\_\_\_\_

**Class Rank:** \_\_\_\_\_

**Date of Ranking:** \_\_\_\_\_  
(Must be end of Junior Year or later)

**Total Number in Class:** \_\_\_\_\_

**Grade Point Average:** \_\_\_\_\_

\_\_\_\_\_  
**Counselor's Signature**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Counselor's Name (Printed)**



## **Congressman Alan Grayson Eighth Congressional District of Florida**

### **Letter of Recommendation Instructions**

#### **Candidate:**

Letters of recommendation are very important in our service academy nomination process. Please choose carefully two people, not related to you, who know you well (i.e., your minister, coach, scoutmaster, or employer) to write a letter of recommendation on your behalf. **These letters are in addition to the academic recommendation form to be completed by your guidance counselor or principal.** It is **most important** that your recommendations are not all from teachers, as the panelists are interested in you as an all-around candidate, not only your academic credentials. To ensure their understanding of our procedures, please furnish a copy of this instruction sheet to them once they have agreed to write the letter for you. Submit your letters of recommendation with your application packet which will be reviewed by Congressman Grayson's Service Academy Selection Board.

#### **Distinguished Recommender:**

The student who has requested that you write a letter of recommendation for him/her is applying for a nomination for admittance into one of our United States service academies. The academies are interested in not only the student's academic abilities, but that the individual is a well-rounded student with strong leadership qualities, good character and physical fitness. Upon graduation from the service academy, these students will be commissioned officers in our military. This is a very important request and we appreciate your complete and honest evaluation. Please be assured your comments are for the sole use of the congressional staff and our academy panelists.

#### **Guidance Counselor or High School Principal:**

We have included a short Academic Recommendation form for your completion. It is imperative that we receive the candidate's ACT and/or SAT scores, school transcripts and class ranking or approximation if your school does not have a ranking system.

We appreciate your taking the time to assist us. Should you have any questions or need further information, please feel free to call (407) 841-1757 and speak with Mimi P. Saunders our Director of Service Academy Nominations.

**Our postmark deadline is Friday October 22, 2010. No recommendations will be accepted with a postmark after this date and the candidate's file will be considered incomplete.**

Please return the letter of recommendation to the student in a sealed envelope with your signature across the seal.



**CHECKLIST OF FORMS  
TO BE RECEIVED FOR  
COMPLETED NOMINATION FILE  
Deadline: Friday, October 22, 2010  
NO EXCEPTIONS**

**NAME:** \_\_\_\_\_

- |   |       |
|---|-------|
| <b>1. Nomination Application</b>                      | _____ |
| <b>2. Resume</b>                                      | _____ |
| <b>3. Photo</b>                                       | _____ |
| <b>4. Letters of Recommendation</b>                   | _____ |
| <b>5. High School Counselor's recommendation form</b> | _____ |
| <b>6. Official Academic Transcripts</b>               | _____ |
| <b>7. <u>ACT AND / OR SAT</u> scores</b>              | _____ |