



## **CONGRESSMAN BOB GOODLATTE'S**

### Service Academy Nomination Application Packet



Office of Congressman Bob Goodlatte  
ATTN: Aaron Van Allen  
916 Main Street, Suite 300  
Lynchburg, VA 24504  
[Goodlatte.house.gov](http://Goodlatte.house.gov)



**Congressman Bob Goodlatte  
6<sup>th</sup> District of Virginia  
Service Academy Nomination Process**

**Application Requirements and Timetable**

**Eligibility requirements for all students requesting a Congressional  
Nomination:**

- Age: As of July 1 of the year of admission, you must be a least 17 years old, but not yet 22 years old.
- Citizenship: Must be a U.S. citizen as of October 15th of the application year.
- Marital Status: Must be unmarried and have no legal obligation to support children or other dependents.
- Domicile: Must be a legal resident of the 6<sup>th</sup> Congressional District of Virginia.

**Application Timetable:**

**April 1**

Rising 6<sup>th</sup> District high school seniors may begin submitting application materials to request a Congressional nomination for a Service Academy.

**October 15**

**ALL** applications and required materials **MUST** be postmarked by October 15th and addressed to:

Office of Congressman Goodlatte  
Attention: Aaron Van Allen  
916 Main Street, Suite 300  
Lynchburg, VA 24504

## **Application Timetable (continued):**

### **October 15 (continued)**

In addition to the nomination application, the following materials should be submitted together in a single package to complete your file:

- Official High School transcript to include: grades through the end of your junior year; current GPA; SAT/ACT scores; and class rank (if provided by your high school). The official transcript should be sent to my Lynchburg office in a sealed envelope with a signature across the seal.
- If your most recent SAT/ACT scores are not included in your official school transcript, request that a copy be sent to my office. **SAT CODE 5522; ACT CODE 7729**
- Statement of extracurricular activities, leadership positions held, and academic and athletic awards received.
- The names, address and phone numbers of three (3) references
- A recent color photo with a solid background.

***Applicants are responsible for making sure their files with my office are complete.***

If you do not submit all of the requested information by the postmarked deadline or do not contact my Lynchburg office at (434) 845-8306 requesting additional time, your application may not be given full consideration.

### **November & December**

I conduct personal interviews with the applicant in November and December and announce my nominations in January.

NOTE: A Congressional nomination is only part of the process leading to admission to a U.S. Service Academy. Applicants are required to notify the Academy where they are seeing admission and to work within the Academy's admissions process.

## Service Academy Requirements



The President of the United States, Vice-President, Members of Congress and some ROTC organizations 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. Information may be obtained through the contact information below:

### **U.S. Air Force Academy**

Office of Admissions  
2304 Cadet Drive, Suite 200  
USAF Academy, CO 80840-5025  
Phone: (800) 443-9266  
Email: [www.usafa.edu](http://www.usafa.edu)

### **U.S. Naval Academy**

Office of Admissions  
117 Decatur Road  
Annapolis, MD 21402  
Phone: (888) 249-7707  
Email: [www.usna.edu](http://www.usna.edu)

### **U.S. Military Academy**

Office of Admissions  
606 Thayer Road  
West Point, NY 10996-1797  
Phone: (800) 822-ARMY  
Email: [www.usma.edu](http://www.usma.edu)

### **U.S. Merchant Marine Academy**

Office of Admissions  
300 Steamboat Road, Wiley Hall  
Kings Point, NY 11024-1699  
Phone: (866) 546-4778  
Email: [www.usmma.edu](http://www.usmma.edu)

### **U.S. Coast Guard Academy**

Congressional nominations are not required for admission to the Coast Guard Academy. For more information regarding admission to the Academy, contact the Admissions Office at (860) 444-8500.

**NOTE:** The U.S. Merchant Marine Academy uses state quotas to determine admission, rather than district quotas. The Commonwealth of Virginia is entitled to five (5) slots in each class of midshipmen at the Academy. Each Congressman may submit up to ten (10) names per year for the Virginia-list. The Virginia nominees then compete against one another for the five slots.



## United States Service Academy Nominations Congressman Bob Goodlatte

### SCHEDULE:

April 1	Applications accepted
October 15	Application deadline
December	Review of completed packets and personal interviews
Early-January	Nominations made and nominees notified

### CHECK LIST FOR CANDIDATES:

- \_\_\_\_\_ 1. Application completed and mailed
- \_\_\_\_\_ 2. Submit official high school transcript and SAT/ACT scores
- \_\_\_\_\_ 3. Provide names and addresses of three references.
- \_\_\_\_\_ 4. Send color photo with a solid background

ALL CORRESPONDENCE AND QUESTIONS RELATED TO ACADEMY  
NOMINATIONS SHOULD BE DIRECTED TO:

Office of Congressman Bob Goodlatte  
Attn: Aaron Van Allen  
916 Main Street, Suite 300  
Lynchburg, VA 24504  
(434) 845-8306  
Email: [aaron.vanallen@mail.house.gov](mailto:aaron.vanallen@mail.house.gov)

916 Main Street  
Suite 300  
Lynchburg, VA 24504

**PLEASE ATTACH  
PHOTO HERE**



## **Congressman Bob Goodlatte's U.S. Service Academy Nomination Application Form**

Please rank the Academies to which you are applying in the order of your preference (one to four):

\_\_\_ U.S. Air Force Academy

\_\_\_ U.S. Naval Academy

\_\_\_ U.S. Military Academy

\_\_\_ U.S. Merchant Marine Academy

### **1. Personal Data:**

Full Legal Name: \_\_\_\_\_

Nickname or familiar first name: \_\_\_\_\_

Permanent Address: \_\_\_\_\_

Temporary Address (if applicable): \_\_\_\_\_

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

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

Date of Birth: \_\_\_\_\_ Age: \_\_\_\_\_

Social Security number: \_\_\_\_ - \_\_\_\_ - \_\_\_\_

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

Date of Graduation: \_\_\_\_\_

Names of Parents/Guardian: \_\_\_\_\_

Other offices to which you are applying for a nomination: \_\_\_\_\_

Other colleges and/or universities to which you are applying: \_\_\_\_\_

**2. Attachments:**

- Please provide information on extracurricular activities, academic and athletic honors and/or awards.
- Names, addresses and phone numbers of three (3) references.
- Please attach your high school transcript through the eleventh grade with this application or have your high school guidance office send it directly to the Goodlatte office listed below.

**3. Acknowledgment:**

I request that Congressman Goodlatte 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 or arrested for violating a state or federal statute.

**4. Signatures:**

I understand that the postmark deadline for applications is October 15. 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, declare that the information I have provided on this application is correct and compete to the best of my knowledge.

Candidate Signature: \_\_\_\_\_ Date \_\_\_\_\_

I approve of this application and understand that if my child or ward is nominated to a Service Academy, any announcement to the news media will be made by Congressman Goodlatte's Office

Parental Signature: \_\_\_\_\_ Date \_\_\_\_\_

*Provisions of the Privacy Act of 1974 are waived to the extent of sharing this information with Service Academies.*

**RETURN APPLICATION POSTMARKED NO LATER THAN  
OCTOBER 15 TO:**

**Congressman Bob Goodlatte  
ATTN: Aaron Van Allen  
916 Main Street, Suite 300  
Lynchburg, VA 24504**