

# U. S. Senator Bill Nelson



## ACADEMY OPPORTUNITIES

The Class of 2019 will begin June 2015



**U. S. Air Force Academy**  
Colorado Springs, Colorado



**U. S. Military Academy**  
West Point, New York



**U. S. Merchant Marine Academy**  
Kings Point, New York



**U. S. Coast Guard Academy**  
New London, Connecticut



**U. S. Naval Academy**  
Annapolis, Maryland

The deadline for submitting an application for consideration for a nomination through Senator Nelson's office is September 12, 2014



Those individuals wishing to apply for nomination to one of the service academies must be a citizen of the United States, a resident of the State of Florida, and must never have been married. The U.S. Military Academy, Naval Academy, and Air Force Academy require that applicants must not have reached their 23rd birthday by July 1<sup>st</sup> of the year of admission. Candidates applying to the Merchant Marine Academy must be at least 17 and have not passed their 25th birthday on July 1<sup>st</sup> of the year of admission.

Due to the large number of applications Senator Nelson receives, you may interview for **only** one academy. Therefore, careful consideration should be given to your choice of an academy. Academy designation may be changed any time prior to September 12, 2014.

Each senator may have five Midshipmen or Cadets at each academy at any one time. For the 2015 admission year, Senator Nelson will be able to nominate 10 individuals for one vacancy per service academy. All applicants should be advised that acceptance of any appointment commits them to at least a five year active duty obligation to the military upon graduation.

The deadline for submission of information to the senator's office is September 12, 2014. Submissions postmarked after this date **will not** be accepted. Those individuals meeting eligibility requirements will be notified of the date, time, and place to report for a personal interview by the regional board (Fort Lauderdale, Jacksonville, Orlando, Tallahassee, Tampa). Approximately nine board members are selected by Senator Nelson for each of the four regions. Members consist of business and community leaders, service academy graduates, active and retired military personnel and academia.

The review board will conduct a personal interview with each applicant who meets all requirements. Selections are made competitively on the basis of academic performances, leadership potential, personal statement, extra curricular activities, personal interviews and letters of recommendation. Ten nominees for each vacancy will be recommended to Senator Nelson by the state board. Senator Nelson will review and submit these recommendations to each service academy. Ten alternates for each vacancy also will be recommended to the senator. Alternates are not submitted unless requested by the academy. The final ranking and subsequent appointments will be at the discretion of the academies.

Officials at the academies advise individuals desiring nominations to request an application from the academy at the same time they seek nomination through Senator Nelson. **Contact with the admissions office of the academy of your preference is imperative.** Once contact is established, the academy will create a file for the candidate and transmit general information on the academy along with detailed admission requirements, including a Prospective Candidate Questionnaire.

## PERSONAL INTERVIEW

All applicants meeting eligibility requirements and residing in Florida will be interviewed on **October 29, 2014** in either Fort Lauderdale, Jacksonville, Orlando, Tallahassee or Tampa. This **compulsory** interview will be in accordance with the guidelines set forth by the Academy Selection Board. Interviews will be conducted in person and prospective applicants should plan accordingly. **The personal interview is a mandatory element of the application process. Note: Interviews are held for one day only (October 29, 2014). Please keep the interview date open on your calendar. There are no make-up or alternate dates.** If you are a dependent of an active-duty military member, or a student who resides outside Florida, please note this on your application.

## SAT / ACT SCORES

The Scholastic Aptitude Test (SAT) and American College Testing Assessment Test (ACT) are the most important academic requirements of the academies. As a general rule, no combined score below 1600 will be considered competitive. Senator Nelson's SAT code is **0220** and ACT code is **7118**. **If they are not noted on your official academic transcript, SAT and ACT scores must be forwarded directly from the testing center to Senator Nelson's office located at 225 East Robinson Street, Suite 410, Orlando FL 32801.** Should you receive an invitation for an interview, please bring any updated test scores with you. **NOTE: Minimum SAT and ACT scores must be met by the postmarked deadline of September 12, 2014 to be eligible for an interview with Senator Nelson's nominating board.**

ACADEMY		SAT	ACT
<b>United States Air Force Academy</b> Director of Admissions 2304 Cadet Drive, Suite 2400 USAF Academy, Colorado 80840-5025	Telephone: (800) 443-9266	590 Verbal 580 Math 500 Writing	25 English 26 Math 6 Writing Subscore
<b>United States Merchant Marine Academy</b> Director of Admissions 300 Steamboat Road, Admissions Center Kings Point, New York 11024-1699	Telephone: (866) 546-4778	540 Verbal 560 Math 500 Writing	23 English 24 Math 6 Writing Subscore
<b>United States Military Academy</b> Director of Admissions 606 Thayer Road, Building 606 West Point, New York 10996-1713	Telephone: (845) 938-4041	580 Verbal 580 Math 500 Writing	25 English 25 Math 6 Writing Subscore
<b>United States Naval Academy</b> Candidate Guidance Office 117 Decatur Road Annapolis, Maryland 21402-5018	Telephone: (410) 293-4361	600 Verbal 600 Math 500 Writing	26 English 26 Math 6 Writing Subscore

**United States Coast Guard Academy** A congressional nomination is not required for admission to the United States Coast Guard Academy. Therefore, it is not necessary to complete the attached application.

If you are interested in attending the United States Coast Guard Academy, you are encouraged to visit the academy website at [www.uscga.edu](http://www.uscga.edu) to obtain your admissions officer, application and eligibility information. Additionally, you may call the Admissions Hotline at (800) 883-8724, the main Admissions line at (866) 435-7196 or contact the academy via mail at: 31 Mohegan Avenue, New London, Connecticut 06320-8103. To be considered for admission, you must submit all required application materials by February 1<sup>st</sup> of the year of entrance (October 15<sup>th</sup> or November 1<sup>st</sup> of the year prior to entrance for Early Action consideration).

## ACADEMY CHECKLIST

Applicant Name: \_\_\_\_\_ (Print) Social Security No. -- -- (Full)

Academy:  Air Force  Merchant Marine  Naval  Military (check one only)

Do you currently reside outside of the State of Florida? \_\_\_ No \_\_\_ Yes if yes, where? \_\_\_\_\_

Will you be outside of the State on Interview Day? \_\_\_ No \_\_\_ Yes if yes, where? \_\_\_\_\_

### INSTRUCTIONS

Read all material carefully, then with equal care, complete the required forms and provide all requested data by **September 12, 2014**. **All required information must be submitted in a single mailing.** Your application is considered complete when the application and the following materials are received by the Orlando, Florida office.

#### I. In a large envelope, return the following items (I, II, III, IV):

- \_\_\_ Completed application
- \_\_\_ Academic Recommendation form in sealed envelopes with signature across seal (must be completed by school official)
- \_\_\_ Personal statement typed, outlining why you wish to attend a service academy (1 page only)
- \_\_\_ This checklist with interview location noted below
- \_\_\_ Two (2) letters of recommendation in sealed envelopes with signatures across seal

#### II. Official High School, Junior College or College Transcripts

High School and College transcripts are used to measure an individual's scholastic achievements, interests and progress. **Transcripts must show your final junior year grades, GPA and approximate class rank.** An official, sealed transcript from all high schools, junior colleges or colleges you have attended should be returned to you in a sealed envelope. A report card copy will not be accepted as a substitute.

#### III. Qualifying Applicant Test Scores

SAT or ACT scores are required as part of the nomination process. Submitted scores must meet the minimum levels indicated on page two by the postmark deadline. If you have not taken the test before the postmark deadline, you will not be eligible for nomination during this cycle. **If they are not noted on your official academic transcript, test scores must be forwarded directly from the testing center to the Orlando, Florida office by September 12, 2014.**

#### IV. Personal Interview Location *Please keep the interview date open on your calendar. There are no make-up or alternate dates.*

Personal interviews will be conducted on Wednesday, October 29, 2014. Please select your county of residence. If qualified, you will be notified of the interview time.

- \_\_\_ **Fort Lauderdale** (Broward, Collier, Hendry, Martin, Miami-Dade, Monroe, Palm Beach, St. Lucie Counties)
- \_\_\_ **Jacksonville** (Alachua, Baker, Bradford, Clay, Columbia, Duval, Flager, Levy, Nassau, Putnam, St. Johns, Union Counties)
- \_\_\_ **Orlando** (Brevard, Indian River, Lake, Marion, Okeechobee, Orange, Osceola, Polk, Seminole, Sumter, Volusia Counties)
- \_\_\_ **Tallahassee** (Bay, Calhoun, Dixie, Escambia, Franklin, Gadsden, Gilchrist, Gulf, Hamilton, Holmes, Jackson, Jefferson, Lafayette, Leon, Liberty, Madison, Okaloosa, Santa Rosa, Suwannee, Taylor, Wakulla, Walton, Washington Counties)
- \_\_\_ **Tampa** (Charlotte, Citrus, DeSoto, Glades, Hardee, Hernando, Highlands, Hillsborough, Lee, Manatee, Pasco, Pinellas, Sarasota Counties)





## Service Academy Academic Recommendation Form

*Please type or print the required information*

### Principal or Guidance Counselor

This form must be completed by either a high school principal or guidance counselor. **Please note that the completion of the recommendation form is a requirement. Type or print and return your completed form to the applicant in a sealed envelope with your signature across the seal.**

The following information must be included as it is an integral part of the service academy candidate's application. If your school does not rank students, please provide an accurate estimate of the applicant's class standing and an appropriate rank.

Name of Applicant \_\_\_\_\_  
Last First Middle

Social Security No. *(last four)* XXX - XX - Year in School \_\_\_\_\_

Class Rank (mark one)

Top 5%     Top 10%     Top 15%     Top 20%     Top 25%     Below 25%

Un-weighted GPA (mark one)

3.5 - 4.0     2.5 - 3.49     1.5 - 2.49     1.0 - 1.49

SAT Critical Reading \_\_\_\_\_ SAT Math \_\_\_\_\_ SAT Writing \_\_\_\_\_

ACT English \_\_\_\_\_ ACT Math \_\_\_\_\_ ACT Writing Subscore *(2-12)* \_\_\_\_\_

Additional Academic Criteria (mark all that apply)     Honors     AP Classes     IB Program     AICE Program

Please use the following scale to rate the applicant's abilities	Excellent	Good	Fair	Poor
Leadership characteristics				
Personality traits				
Ability to get along with and work well with others				
Ability to work under pressure				
Ability to take criticism				
Attendance, punctuality and dependability				
Overall assessment of candidate				

General Comments: \_\_\_\_\_  
 \_\_\_\_\_

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

Title: \_\_\_\_\_ School: \_\_\_\_\_

Bill Nelson  
Florida



## UNITED STATES SERVICE ACADEMY NOMINATIONS 2014 SCHEDULE

- |                                    |   |
|------------------------------------|---|
| <b>Saturday, March 1, 2014</b>     | Application process opens.  |
| <b>Friday, September 12, 2014</b>  | Postmark deadline for file completion and submission of information. <b>Applications postmarked after this date will be considered incomplete and not eligible for consideration.</b> |
| <b>Friday, October 17, 2014*</b>   | Interview notices mailed to qualified candidates.   |
| <b>Wednesday, October 29, 2014</b> | Personal interview. <b>Please keep the interview date open on your calendar. There are no make-up or alternate date dates.</b>  |
| <b>Monday, December 15, 2014*</b>  | Nominee notification of status by mail begins.  |

*\* Date subject to change*

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### SEND ALL CORRESPONDENCE REGARDING SERVICE ACADEMY NOMINATIONS TO

U. S. Senator Bill Nelson  
**Attention: Service Academy Coordinator**  
225 East Robinson Street, Suite 410  
Orlando, Florida 32801

Telephone: (407) 872-7161 or  
(888) 671-4091 *(toll-free in Florida only)*

Fax: (407) 872-7165

Website: <http://www.billnelson.senate.gov>

***Applications returned to locations other than the Orlando, Florida office may cause delays in processing.***





Bill Nelson  
Florida

## Helpful Hints For Completing the Service Academy Application Process

- Read the application packet in its entirety prior to attempting to complete the application. Then follow all directions carefully. **All application materials must be submitted at the same time in one large envelope.**
- Once the Orlando office receives your application materials, processing will take approximately 7 to 14 days. Applications submitted closer to the postmark deadline may take an additional two weeks for processing. **Due to the high volume of applications, please do not call to verify receipt of your application.** Once your application has been processed, a notification letter with the status of your application will be mailed. Applications submitted within two weeks of the postmark deadline may receive notification of receipt within 4-6 weeks.
- Applications received at office locations other than the Orlando, Florida office may be delayed. The U. S. Senate's mail security policy for all Washington, D.C. offices remains in effect. This policy requires that all mail must go through an irradiation process before it can be received and opened. Consequently, mail sent directly to the Washington, D.C. office may not be received in that office for four to six weeks. It will take an additional one to two weeks for mail to be received in the Orlando office that has been forwarded from the Washington, D. C. office.
- Applications sent to other state office locations may be forwarded to the Orlando office. However, there is no guarantee the application will arrive prior to the postmark deadline. If your application is sent to a location other than the Orlando office, is forwarded and arrives in Orlando after the postmark deadline, it may be considered late and may not be accepted for the current nomination cycle.
- All applicants must be legal residents of the state of Florida (example: Parents or applicants are registered to vote registered to vote, or primary residence is in Florida). For applicants whose parents are stationed overseas or outside the State, the record of home must be Florida for the current cycle.
- If you applied for a nomination during a previous year, you will need to complete the current application and resubmit all materials.
- **Keep the interview date open on your calendar. Interviews are held on the date published in the application. There are no make-up or alternate dates.**
- **Presentation materials are not necessary when assembling your application.** All staples, binders, jackets, plastic sleeves, report covers or other materials used to assemble applications are removed and discarded prior to presenting them to board members for review.
- Letters of recommendation should be written on your behalf by non-family members.
- All letters of recommendation must include the signature of the letter writer. Letters with no signature or an electronic signature may be rejected.

- Please do not request any additional recommendations be sent on your behalf to the office independent of the two required recommendations submitted with your application. Letters in excess of this amount may not be reviewed. You are encouraged to use your two best recommendations for your application. Letters should be from someone who knows you well and can say something that is not otherwise covered in your application. The letter should not recap your student activities that are already included in the application, but include the writer's interaction with you and any personal anecdotes. NOTE: If a letter is submitted as part of the Academic Recommendation, you may still include two additional letters of recommendation.
- Throughout the application process, review board members and academies will be looking at the following factors: character, academics, leadership, physical aptitude, medical fitness, goals and motivation. These qualities are required to meet the challenges of the academy program and, subsequently in becoming a commissioned officer.
- The Academy Checklist is an integral part of the application and must be completed and returned with the rest of your application materials.
- **Applications received without all supporting documents within the same envelope are considered incomplete.** When approaching individuals who will provide information for your application, let them know you need the information back in a signed, sealed envelope. Additionally, let them know your application must be submitted with all supporting documents.
- Official SAT or ACT test scores are accepted directly from the testing facility or as listed on high school or college transcripts. Student copies are not accepted as official test scores. Check with your school to find out whether your scores are listed on your transcript.
- SAT or ACT tests should be taken well before the postmark deadline of Friday, September 12, 2014. Once an application is submitted, you may update your test scores up to the postmark deadline. **The writing portion of the test is required.** Applications that do not reflect scores for the writing portion of either the SAT or ACT will be considered incomplete.
- The application listed at <http://billnelson.senate.gov> is a fill-in form. This means that you may type directly into the application, print and sign it to prepare it for mailing with the rest of your supporting documents.
- **If you a Floridian currently living outside the state of Florida and qualify for an interview, you must contact the Orlando office as soon as possible to discuss the interview process.** You are encouraged to submit your application as soon as possible to ensure any additional measures that must be taken are completed prior to interview day.
- If you are attending a college or university in a Florida county that is not your home county, please make a note of this on the Academy Checklist.
- Obtaining a Congressional Nomination is an extremely competitive process. Senators may nominate applicants from any of Florida's 67 counties. Representatives nominate applicants who reside in their Congressional district. You are encouraged to submit applications with both of your Senators and Congressional District Member of Congress. You may find your Congressional District office at <http://www.house.gov>.

- Additional Nomination Sources. Check the respective service academy web site for eligibility requirements.

#### The President of the United States

Presidential Nominations are awarded to sons and daughters of career military personnel. Applicants must meet specific eligibility requirements. The President is also authorized to appoint children whose parents are recipients of the Medal of Honor. Contact the Service Academy you are interested in attending for more details.

#### The Vice President of the United States (Air Force, Military and Naval Academies only).

The Vice President is the only authorized source who can nominate U. S. citizens without geographical restrictions. <http://www.whitehouse.gov/administration/vice-president-biden/academy-nominations>

#### ROTC/JROTC

ROTC and JROTC nominations are awarded to students who are enrolled in an ROTC or JROTC program. Contact should the school administering the program for additional details.

- Due to the volume of applicants, only one application may be submitted with Senator Nelson's office for one academy only.
- Contact and register with each Service Academy in which you have an interest. Applying to one academy does not mean you have applied to all four service academies. Application materials supplied to Senator Nelson's office are separate from what you will be asked to submit to the academies or other congressional offices.
- Home-schooled students are encouraged to apply, and must meet the same criteria as students coming from traditional school settings.
- Active Duty Service Applicants. Qualified members of the U. S. Armed Forces are encouraged to apply for admission to a service academy. The application process for enlisted members is essentially the same as for students applying for admission directly out of high school. However, you should also check with your Commanding Officer to seek a nomination through the Command. The process may differ for each academy. You may find additional information at:

#### United States Air Force Academy

<http://www.academyadmissions.com/admissions/the-application-process/nominations/>

#### United States Merchant Marine Academy

<http://www.usmma.edu/admissions/application/prior-service>

#### United States Military Academy

[http://www.usma.edu/admissions/SitePages/FAQ\\_Soldiers.aspx](http://www.usma.edu/admissions/SitePages/FAQ_Soldiers.aspx)

#### United States Naval Academy

<http://www.usna.edu/Admissions/Steps-for-Admission/Active-Duty-Service-Applicants.php>

#### United States Coast Guard Academy

A Congressional Nomination is not needed to attend the Coast Guard Academy. Admittance is based solely on personal merit.

<http://www.cga.edu/admissions2.aspx?id=315>

- Upon graduation from a Service Academy, you are obligated to serve a minimum of five years of active duty. Check directly with your academy of choice for specifics as they may vary from academy to academy.
- All questions should be directed to Senator Nelson's Orlando office at (407) 872-7161 or (888) 671-4091 (*toll free in Florida only*).
- All applicants are encouraged to apply early. Extensions beyond the postmark deadline are not possible. Applications received after this date will not be considered for a nomination.
- Please note that interview space is limited and we cannot accommodate requests for changes in the schedule. Should you be granted an interview, we will do our best to schedule your interview at a location close to your home. If you are attending a college or university that is outside of the county of your permanent residence, please note this on your Academy Checklist.
- The most competitive candidates will be scheduled for an interview with the Service Academy Selection Board. Application packets will be evaluated based on the candidate's potential to secure an appointment to the academy and to successfully complete the academy's leadership, academic, and physical requirements.
- A nomination through Senator Nelson's office does not guarantee the applicant will be accepted by an academy. A congressional nomination is only a part of the process. Each academy's admissions board ultimately determines who receives an academy appointment, and appointments are solely at the discretion of the academies.