

Congress of the United States
House of Representatives
Washington, DC 20515

***APPLICATION FOR A NOMINATION TO A
UNITED STATES UNIFORMED SERVICE ACADEMY***

IMPORTANT DATES

January 23, 2016	SAT Testing Date Rep. Van Hollen's Code: 5985
February 6, 2016	ACT Testing Date Rep. Van Hollen's Code: 7450
March 5, 2016	SAT Testing Date Rep. Van Hollen's Code: 5985
March 2016	Service Academy Information Forum McDaniel College, Westminster, MD
	Service Academy Information Forum TBD, Montgomery County, MD
April 9, 2016	ACT Testing Date Rep. Van Hollen's Code: 7450
May 7, 2016	SAT Testing Date Rep. Van Hollen's Code: 5985
June 4, 2016	SAT Testing Date Rep. Van Hollen's Code: 5985
June 11, 2016	ACT Testing Date Rep. Van Hollen's Code: 7450
October 14, 2016, 5:00 PM	Deadline for receipt of completed application, including all ancillary documents, by Rep. Van Hollen's Rockville office
November 19, 2016	Qualified applicants will meet with Rep. Van Hollen's Service Academy Advisory Board for a personal interview
December 2016	Nominations will be announced
Summer 2017	Classes begin

APPLICATION INSTRUCTIONS

1. MINIMUM REQUIREMENTS

To apply for a nomination to the Air Force, Military and Naval Academies, you must meet the following minimum requirements:

- You must be a citizen of the United States
- You must reside in the Eighth Congressional District of Maryland
- You must not be married, pregnant, or have any dependents
- **You must be at least 17 years of age but not older than 23 years of age on July 1, 2017**

To apply for a nomination to the Merchant Marine Academy, you must meet the following minimum requirements:

- You must be a citizen of the United States
- You must reside in Maryland
- **You must be at least 17 years of age but not older than 25 years of age on July 1, 2017**
- Note: You may seek a nomination from any Member of Congress in Maryland.

2. THE APPLICATION PROCESS

To be considered for a nomination to a United States Service Academy, **the completed application together with ALL supporting materials must be received in Rep. Van Hollen's Rockville office by 5:00 p.m. on Friday, October 14, 2016.** Because of the extremely strong competition for nominations, you are encouraged to apply for nominations from other sources, including President Obama, Vice President Biden, Senator Cardin, and Senator Mikulski.

Standardized Testing. Scholastic Assessment Test (SAT) and American College Testing (ACT) scores will be considered in the selection of academy nominees.

The SAT will be administered on January 23, March 5, May 7, and June 4, 2016. You should request that your SAT scores be sent directly to Rep. Van Hollen's office. The office code number is **5985**.

The ACT will be administered on February 6, April 9 and June 11, 2016. You should request that your ACT scores be sent directly to Rep. Van Hollen's office. The office code number is **7450**.

*****The results of the fall SAT and ACT will arrive too late for consideration in your application. These test results will only be accepted after October 14, 2016 to demonstrate improvement over previous scores.*****

Transcripts. An official transcript from the Guidance Office of your high school must be included with your application materials. The transcript must list your senior year courses. Please also provide a transcript for any college work that you have completed.

Letters of Recommendation. Three letters of recommendation are required, including one from a science or math teacher. Other letters of recommendation may come from teachers, guidance counselors, coaches, and/or employers. Letters from family members will not be accepted. **No more than three letters will be accepted.**

All recommendation letters must be in sealed envelopes and included with your application materials.

Service Academy Review Board Interviews. Each qualified applicant will be interviewed by Rep. Van Hollen’s Service Academy Advisory Board. The Service Academy Advisory Board will conduct interviews on **Saturday, November 19, 2016**. Qualified applicants who submit a completed application by October 14, 2016 will be notified by mail of their interview appointment date and time.

Your completed application: Please send your completed application to Rep. Van Hollen’s Rockville office. **An application is considered complete only if it includes ALL of the following items:**

1. Checklist
2. Basic Fact Sheet, including a 2” x 2” photo of yourself
3. Applicant Questionnaire
4. Applicant Essay – Handwritten and typed
5. Notarized Affidavit of Residence
6. Three letters of recommendation (one must be from a science or math teacher)
7. High school/college transcripts

Your SAT and/or ACT scores should be sent directly to Rep. Van Hollen’s office. The completed application must be received **no later than 5:00 p.m. on October 14, 2016** at the following address:

**Congressman Chris Van Hollen
51 Monroe Street
Suite 507
Rockville, MD 20850**

3. SELECTION OF NOMINEES

In addition to seeking a nomination from Rep. Van Hollen, you must contact the Admissions Office at each academy to open an admissions file. Following consideration of the applicants, Rep. Van Hollen’s Review Board will propose slates of candidates for nominations to each of the service academies. Final decisions on appointments and admission are at the discretion of the service academies.

4. STATISTICS

Of the students who applied to Rep. Van Hollen last year:

54% listed the US Naval Academy as their first choice.

23% listed the US Military Academy as their first choice.

18% listed the US Air Force Academy as their first choice.

5% listed the US Merchant Marine Academy as their first choice.

It is to your advantage to apply to more than one academy. Rep. Van Hollen urges you to research the opportunities afforded by each of the academies to serve the United States as a career officer in the Armed Forces or as a Merchant Mariner.

US Air Force Academy

Admissions

HQ USAFA/RRS

2304 Cadet Drive, Suite 200

USAF Academy, CO 80840-9901

(800) 443-9266

www.usafa.af.mil

US Merchant Marine Academy

Admissions

300 Steamboat Road

Kings Point, NY 11024-1699

(800) 732-6267

www.usmma.edu

US Military Academy

Admissions

Building 606

West Point, NY 10996-9902

(845) 938-4041

www.usma.edu

US Naval Academy

Admissions

117 Decatur Road

Annapolis, MD 21402-9977

(410) 293-4361

www.usna.edu

Admission to the United States Coast Guard Academy does not require a nomination. To obtain an application, please contact:

US Coast Guard Academy

Admissions

31 Mohegan Avenue

New London, CT 06320-8103

(800) 883-8724

www.cga.edu

5. QUESTIONS

If you have any questions about the nomination process or the required materials, please contact Austin Morris at austin.morris@mail.house.gov or Catherine Provost at catherine.provost@mail.house.gov, or call Rep. Van Hollen's Rockville office at (301) 424-3501.

2016 Service Academy Nomination Application

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APPLICANT CHECKLIST

Please complete this form and return it to Congressman Van Hollen's Rockville office at the address above. This form with all related documents must be received by **Friday, October 14, 2016**.

NAME: _____
Last First (Nickname) Middle

ADDRESS: _____
Street Number City State Zip + 4

HOME PHONE: _____ CELL PHONE: _____

E-MAIL ADDRESS: _____ SOC. SEC. NO. _____

I mailed my completed application on: _____
Date

1. My application materials include:
 - a. Three letters of recommendation from:
 - i. _____
 - ii. _____
 - iii. _____
 - b. Transcript from (name of school/s) _____
 - c. My Affidavit of Residence

2. Standardized Test Scores
I have requested that my SAT scores be mailed to code 5985.
Last SAT test taken on: _____
I have requested that my ACT scores be mailed to code 7450:
Last ACT test taken on: _____
Future ACT/SAT tests I anticipate taking: _____

I have opened my file at the following academies: _____, _____, _____, _____

Applicant's Signature: _____ Date: _____

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APPLICANT BASIC FACT SHEET
PLEASE TYPE YOUR ANSWERS

NAME: _____ / _____
Last First Middle (Preferred)

PERMANENT ADDRESS: _____
Street Number

City State Zip + 4

PLEASE
ATTACH
2" x 2"
PHOTO

HOME PHONE: _____ CELL PHONE: _____

CURRENT ADDRESS (If different from permanent address): _____
Street Number City State Zip + 4

EMAIL ADDRESS: _____

DATE OF BIRTH (MM/DD/YYYY) _____ PLACE OF BIRTH: _____

MOTHER'S NAME: _____ FATHER'S NAME: _____

ARE YOU A US CITIZEN _____ IF NOT A CITIZEN, DO YOU EXPECT TO BE NATURALIZED PRIOR TO JULY 1, 2015? _____

HIGH SCHOOL: _____ EXPECTED DATE OF GRADUATION: _____

ARE YOU CURRENTLY ATTENDING COLLEGE OR ACADEMY PREP SCHOOL? _____ IF SO, PLEASE PROVIDE SCHOOL NAME AND ADDRESS: _____

IF YOU ARE SERVING IN THE ARMED FORCES, IDENTIFY BRANCH OF SERVICE, RANK AND ENTRY DATE:

PLEASE IDENTIFY ANY OTHER SOURCES FROM WHICH YOU PLAN TO SEEK A NOMINATION:

Presidential Vice Presidential Senatorial- Mikulski Senatorial- Cardin Other

ACADEMY PREFERENCE:
(PLEASE INDICATE YOUR 1st, 2nd, 3rd, and/or 4th CHOICES.)

US Air Force Academy US Merchant Marine Academy

US Military Academy US Naval Academy

Indicating your preferences will not in any way affect Rep. Van Hollen's consideration of your first choice. You do not have to include all choices in your rankings. However, multiple preferences increase your potential for receiving a nomination.

APPLICANT QUESTIONNAIRE

Please type your answers **in the space provided.**

1. Leadership:

a. Describe a situation in which you successfully exercised leadership. What lessons did you learn?

b. Describe a situation in which your leadership was lacking or resulted in a failure. What lessons did you learn?

2. Strengths and weaknesses:

a. What is your greatest strength and why?

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11. Please describe any interesting travel or cultural experiences you have had, whether local, national, or international.

12. Have you been arrested, convicted, or fined for any violation of law (other than minor traffic violations)? Have you ever been placed on probation, suspended or expelled from school? If so, please explain.

13. Do you intend to make military service your career? Why or why not?

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14. If you enter a service academy, have you considered the specialty area that you wish to pursue (e.g., infantry, medical, engineering, aeronautics)?

15. To which civilian colleges or universities are you planning to apply?

16. Is there anything else that you would like to share about yourself?

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APPLICANT ESSAY

Please write an essay of 250-500 words, in your own handwriting, on this page, explaining why you would like to attend a United States Service Academy. This essay should not be a biographical sketch. **Please attach a typed copy of your essay.**

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AFFIDAVIT OF RESIDENCE

This form is to be completed by the parent or legal guardian of the individual seeking a nomination to a United States Service Academy. If the applicant is not a minor, the form may be completed by him/her.

This statement establishes that the applicant and his/her parent or guardian is a resident of the State of Maryland. An individual is a resident of Maryland if the individual is domiciled in Maryland on the last day of the taxable year or the individual maintains a place of abode in Maryland for more than six months of the taxable year and is physically present in the State for more than 183 days during the taxable year.

I, being of lawful age (18) and a resident of,
_____, *Maryland,*
(City and County)

do under oath and penalties of perjury, depose and say that:

1a. *I am the parent entitled to the custody, or the legal guardian, of _____, a minor, who has applied to Representative Chris Van Hollen for consideration as a nominee to a United States Service Academy; the applicant is my son/daughter and/or is my legal ward who lives with me; and our/my domicile is:*

1b. *I am _____, the applicant who has reached the age of majority, and who has applied to Representative Chris Van Hollen for consideration as a nominee to a United States Service Academy; my domicile is:*

(Address, including City/Town and State)

2. *In evidence thereof, I depose and say that:*

I am registered as a voter in _____
(City, County, and State)

or

I file income tax returns and pay state income taxes to the State of _____

or

I have the following document evidencing my legal residence: _____

Signature Date

Subscribed and sworn to before me this _____ day of _____, 20____.

Notary Public