

U.S. Representative Seth Moulton 6th District of Massachusetts

United States Service Academies Nominations Packet Class of 2021

Application Deadline: November 4th, 2016

SETH MOULTON 6th District of Massachusetts

http://moulton.house.gov

Congress of the United States House of Representatives

1408 Longworth Office Building (202) 225-8020

Washington, DC 20515

Dear Applicant,

Congratulations on your decision to apply to one of our nation's Service Academies. You have taken the first step in pursuing an exciting, rewarding, and challenging career serving in our Armed Forces. The United States Service Academies offer the best education in the world and the opportunity to serve as a commissioned officer in the United States Armed Forces upon graduation.

As your representative, it is my honor to be a small part of one of our country's oldest traditions by nominating our nation's most accomplished and motivated young people for acceptance into a Service Academy. To complete your application to the U.S. Military Academy, the U.S. Naval Academy, the U.S. Air Force Academy, and the U.S. Merchant Marine Academy you must not only meet the admissions requirements for the Academy, you must also receive a Congressional nomination.

I have chosen a Service Academy Selection Board of distinguished and experienced members of our community who will review your application, conduct your interview, and present their recommendations for nomination. This process is extremely competitive with a limited number of nominations available, so I encourage you to apply through other nominating authorities as well, and to consider the U.S. Coast Guard Academy, Reserve Officer Training Corps (ROTC) programs, and Officer Training Schools, which do not require nominations.

My office will start accepting completed applications on August 22nd, 2016 and we must receive all information no later than November 4th, 2016 for those interested in entering one of the Service Academies in the summer of 2017.

No matter how you decide to serve our country, it is an honorable and selfless choice. I am proud to represent you in Congress.

Sincerely,

60716000

Representative Seth Moulton

Application Packet

Class of 2021 Timeline

Representative Moulton strongly encourages applicants to begin their application process for applying to one of the Service Academies between their junior and senior year of high school.

The application process includes requesting a nomination from one of the nomination sources and application for admission to the service academy.

Summer 2016:

Establish candidacy with the academy or academies you wish to attend. This can be done as early as May 1st and as soon as possible if it has not already been done.

- U.S. Naval Academy: http://www.usna.edu/Admissions/steps.htm
- U.S. Military Academy at West Point: <u>https://secwww.admissions.usma.edu/mcs/Default.asp</u>
- U.S. Merchant Marine Academy: <u>http://www.usmma.edu/admissions/default.htm</u>
- U.S. Air Force Academy: <u>https://admissions.usafa.edu/</u>

U.S. Coast Guard Academy (http://www.cga.edu) does not require a Service Academy nomination. For more information regarding admissions to the Academy, contact the USCG's Admissions Office at (860) 444-8500.

August 22, 2016:

Representative Moulton will begin to accept completed application packets on August 22nd, 2016.

Due to the high levels of competition for nominations, you are urged to apply to every nominating authority, which eligibility allows. This includes the President, the Vice-President, your U.S. Senators, Secretaries of the Navy, the Army, and the Air Force, and the superintendents of your selected academies. If you receive a nomination from another authority, please inform Representative Moulton's office immediately.

Do Not Forget: In addition to submitting the nomination application to the District Office, you must also remember to complete and submit the requisite admissions application to your academy or academies of choice.

The following information is needed in order to complete your applicant file:

- A completed Service Academy Nomination Application Form
- Recent photograph
- Resume
- An official transcript from all high schools, junior colleges, or colleges you have attended
- In no more than 500 typed words, please explain why you want to attend a U.S. Service Academy?
- Official SAT or ACT scores. Your best verbal and math scores will be used.
- Three letters of recommendation

All of this information should be sent to Representative Moulton's District Office at:

U.S. Representative Seth Moulton Service Academy Nomination Application Attn: Dennis Magnasco 21 Front St Salem, MA 01970

November 4th, 2016:

Complete your application by November 4th, 2016

All applicants who have submitted their completed application materials by November 4th, 2016 will be contacted by Representative Moulton's office to schedule their interview with Representative Moulton's Service Academy Selection Board. You are encouraged to follow up with Representative Moulton's office in order to confirm receipt of your completed application.

December 2016:

Interviews with Representative Moulton's Service Academy Selection Board will be conducted in December, 2016 at Salem State University. This is the final step in the nominations process.

Winter 2016/2017:

Once Representative Moulton's Service Academy Selection Board makes their recommendations to Representative Moulton, Representative Moulton's office will submit nominations to the respective Academy no later than January 31, 2017.

Once the nomination is submitted to the Academy, the process of receiving an appointment to the Academy is now at the discretion of the Service Academy- **not Representative Moulton's office.**

Nomination applicants are notified of their nomination status no later than January 31, 2017.

Spring 2017:

Academies will notify most applicants of their official status by mid-April 2017.

If you decide NOT to pursue a nomination to the Service Academies, please notify our office so that we may close your file.

OR

If you receive a nomination from Representative Moulton to one of our Service Academies and subsequently choose to terminate your application to that Service Academy, please notify Dennis Magnasco in Representative Moulton's District office immediately at 978-531-1669.

Minimum Requirements

IMPORTANT: Below are the minimum requirements for all of the U.S. Service Academies (that require a nomination from a Member of Congress). **Please keep in mind that applicants who do meet these requirements are eligible to attend a U.S. Service Academy, however, it does not guarantee a Congressional Nomination and admission into a U.S. Service <u>Academy</u>. If you have not yet started a file at the academy of your choice, please do so immediately.**

Academy	Minimum Requirements	Minimum Standardized Test Score(s)
U.S. Naval Academy Office of Admissions 52 King George Street Annapolis, MD 21402-1318 (410) 293-1858	 U.S. Citizen Be at least 17 but not past your 23rd birthday by July 1 of the year you enter the Academy Unmarried/No Dependents Nomination Required PAE and DODMERB exams Midshipmen who graduate will receive a commission in either the Navy or Marine Corps and are obligated to a 5-year commitment following commissioning 	NONE
U.S. Air Force Academy Office of Admissions 2304 Cadet Drive, Ste 2300 USAF Academy, CO 80840 1-800-443-9266	 U.S. Citizen Be at least 17 but not past your 23rd birthday by July 1 of the year you enter the Academy Unmarried/No Dependents Nomination Required CFT and DODMERB exams Commissioned officer in the Air Force for at least eight years after graduation, five of which must be active duty, remaining three year years as inactive reserve 	SAT V-580, M-560 ACT E/R-24, M/S-25 Highest is taken
U.S. Military Academy Office of Admissions Building 606 West Point, NY 10996 (845) 938-4041	 U.S. Citizen Be at least 17 but not older than 22 on July 1 of the year they enter West Point Unmarried/No Dependents Nomination Required PAE and DODMERB exams Commissioned as a second lieutenant in the Army and serve for five years on active duty, if you choose to depart the Army after five years, you will be required to serve three years in the Inactive Ready Reserve 	SAT V- 560, M-560 ACT English - <23 ACT Math - <24 ACT Reading - <24 ACT Science Reasoning - <23 Highest is taken
U.S. Merchant Marine Academy Office of Admissions 300 Steamboat Road Kings Point, NY 11024 (516) 726-5646	 U.S. Citizen Be at least 17 years of age and must not have passed your 25th birthday before July 1 in the year of entrance No Marriage Restrictions Nomination Required PAE and DODMERB exams Commissioned officer in the U.S. Navy Reserve, U.S. Coast Guard Reserve, or any other Reserve or National Guard unit of an armed force of the United States and serve for 8 years 	SAT V-560, M-560 ACT E/R-24, M/S-24 Highest is taken

PAE: Physical Aptitude Exam / CFT: Candidate Fitness Test / DODMERB: Department of Defense Medical Examination Review Board



U.S. Representative Seth Moulton Application for Nomination to a U.S. Service Academy

2016-2017

APPLICATION PACKET CHECKLIST

Each applicant is required to submit the following documentation if they wish to be considered to receive a Congressional Nomination from Representative Moulton. The required documentation must be submitted to Representative Moulton's District Office in one complete mailing postmarked by <u>November 4th, 2016</u>. Applicants that fail to submit their completed application packet by the deadline will not be considered for a nomination.

APPLICATION FORM with CURRENT WALLET SIZE (2"x3") PHOTO This form must be legibly written, and <u>signed</u> by applicant.

RESUME (2 page maximum)

Applicants are required to submit their personal resume to provide a summary of their skills, abilities and accomplishments. Resumes should include a listing of all extra-curricular activities, work experience, awards and honors. **Please consider utilizing the resume template enclosed in the application packet**.

PERSONAL ESSAY (maximum 500 words)

Applicants are required to answer the following essay question, *Why do you want to attend a U.S. Service Academy*? The essay is the best opportunity for applicants to illustrate their strengths and character.

LETTERS OF RECOMMENDATION (3)

Applicants are required to submit three (3) letters of recommendation. Representative Moulton encourages each applicant to submit a letter of recommendation from guidance counselors, educators, religious/community leaders, coaches, and employers. If the applicant wishes to submit additional letter of recommendations, **Representative Moulton's office will only accept two additional letters of recommendations**.

□ OFFICIAL COPY OF HIGH SCHOOL TRANSCRIPT

Transcripts must include the applicant's GPA through their junior year, class rank, and courses currently in progress.

• OFFICIAL COPY OF COLLEGE TRANSCRIPT (if applicable)

□ OFFICIAL COPY OF SAT/ACT SCORES

Each applicant is required to submit an official copy of their standardized test (SAT/ACT) scores. Applicants must carefully consider the testing dates they register for to ensure that they will be able to submit an official copy of their scores to Representative Moulton's District Office by the November 4th, 2016 deadline. We will only consider the official standardized test scores included in the applicant's completed application packet when determining the applicant's eligibility for a nomination from Rep. Moulton.

Deadline for postmarking completed application packet is <u>November 4th, 2016</u>. Mail to: U.S. Representative Seth Moulton Service Academy Nomination Application Attention: Dennis Magnasco 21 Front St Salem, MA 01970

PLEASE NOTE: In addition to seeking a nomination from Representative Moulton, we strongly encourage each applicant to apply for a nomination with all of the available nominating authorities that include the President, the Vice-President, your U.S. Senators, Secretaries of the Navy, the Army, and the Air Force, and the superintendents of your selected academies. Please contact each office for more information on their respective nomination application process, as each office's process will vary.

	Name of Applicant:					
	U.S. Representative Seth Moulton Application for Nomination to a U.S. Service Academy					
ALSENT SIL		А	2016-2017 PPLICATION FORM Please print legibly.			
Full Name:(La	ast)	(First)	(Middle)	(Preferred First Name)		
Current Mailing Add						
	(City)	(State)	(Zip)			
Home Telephone Nu	mber:		Alternate Telephone	Number:		
	formerly enlisted i ing/ed:(Sch ppropriate):(Sch	n the United Stat	tes military? Ves Vo If			
ADDITIONAL INF	ORMATION:					
Have you attended an			minar? (circle applicable) Ye ership Seminar:	s No		
Are you currently att			<pre>chool? (circle applicable) Ye hool:</pre>	es No		
Have you previously	applied for a nom	ination from Rep	. Moulton? (circle applicable)) Yes No If yes, when:		
Are you currently an	active participant	of any of the foll	owing:			
JROTC	Civil Air Pa	atrol (CAP)	Boy Scouts/Eagle Scout/	Gold Award Mission Field		



U.S. Representative Seth Moulton Application for Nomination to a U.S. Service Academy

ACADEMY PREFERENCE

Indicate below the U.S. Service Academy(s) you wish to attend. List them in priority order from the primary academy as number 1 down thru your other selections in numerical sequence.

Applicants must only rank order the academies that they have applied to. Our office will only consider providing a nomination to the Service Academy the applicant has already applied to.

*Indicate a Yes or No for the Coast Guard Academy

Example: 1 USMA (primary) 2 USNA 3 USAFA 4 USMMA

U.S. Air Force Academy	U.S. Military Academy
U.S. Merchant Marine Academy	U.S. Naval Academy
U.S. Coast Guard Academy (A Congressional Non	nination is not required for the U.S. Coast Guard Academy)

Confirm other nomination sources you will be applying with:

U.S. Senator Elizabeth Warren 🗆 U.S. Senator Edward Markey 🗖 Vice-President 🗖 President 🗖 JROTC
OTHER (please specify):

APPLICATION AGREEMENT

Please read the following paragraph before signing the application, as your signature indicates your agreement with the following statements.

It is my sincere desire to attend a U.S. Service Academy, and I intend to pursue a vigorous academic course of study if appointed. I understand that attending a service academy also requires a minimum of five years of military service following graduation. I confirm that I have met all of the basic eligibility requirements for the U.S. Service Academy(s) to which I have applied.

I certify that the information I have provided in this application packet is true and correct to the best of my knowledge. Any changes or corrections to this information will be reported as soon as possible to Representative Seth Moulton's Office. Additionally, I understand that I will not be considered for a nomination if the required application packet documents are incomplete or are not postmarked by November 4th, 2016.

Signature:

Date: / /	
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WALLET SIZE (2"x3") PHOTO Please permanently adhere a current wallet size photograph here. It is recommended that applicant also include his/her name and hometown written on the back of photo should the photo become detached during processing.



RESUME (Maximum 2 Pages)

Applicants are required to submit their personal resume to provide a summary of their skills, abilities and accomplishments. Applicants are encouraged to include specific leadership positions and recognitions of achievements. **Applicants must include specific dates of involvement for each activity listed in their personal resume**. Please find below the resume template we are encouraging all applicants to use when submitting their personal resume (as part of their application) to Representative Moulton's District Office.

FULL NAME FULL ADDRESS AND ZIP CODE PHONE NUMBER | EMAIL ADDRESS

EDUCATION

This section of the resume should contain the following information (if applicable):

- Name of high school(s) attended
- Name of Colleges/Universities attended (if applicable)
- Full School Address
- Dates Attended
- Graduation Date (anticipated)
- Relevant Subjects (courses pointing to your skills)

EXTRA-CURRICALAR ACTIVITES

This section of the resume should contain the following information (if applicable):

- School Activities
- Community Activities
- Religious or other social group activities
- Offices held within any of these groups

EXPERIENCE

This section of the resume should contain the following information (if applicable):

- All full and part-time work
- Any volunteer work

For each experience you should provide

- Beginning and ending employment dates
- Full name of employer (supervisor's or boss' name not needed)
- Business Address and zip code
- Type of Job title if any and specific responsibilities performed

Honors/Special Accomplishments

This section of the resume should contain the following information (if applicable):

- Awards and honors
- Specific Achievements
- Special Recognition

INTERESTS AND HOBBIES:

This section of the resume should contain the following information (if applicable):

- Hobbies
- Special talents
- Ways you spend your leisure time



2016-2017 PERSONAL ESSAY

ESSAY QUESTION: Why do you want to attend a U.S. Service Academy?

IMPORTANT: Applicants must submit their response to the essay question in the format outlined below

- 500 WORDS (MAXIMUM)
- TYPED
- DOUBLE-SPACED
- SIZE 12 TIMES NEW ROMAN FONT

Applicants are strongly encouraged to discuss the following when answering the essay question:

- 1. Experience(s) that demonstrate your leadership skills
- 2. Specific act(s) that you feel have prepared you for the rigorous challenges of attending a U.S. Service Academy
- 3. Motivator(s) (i.e. family members and/or a specific event) that generated your interest with U.S. Service Academies



U.S. Representative Seth Moulton Application for Nomination to a U.S. Service Academy

LETTERS OF RECOMMENDATION

IMPORTANT: Each applicant is required to submit three (3) letters of recommendation with the option of submitting an additional two (2) letters of recommendation. To ensure that the Letters of Recommendation are included in their completed application packet by the <u>November 4th, 2016 deadline</u>, applicants are encouraged to contact well in advanc the individuals they are requesting Letters of Recommendations from.

TO THE PERSON MAKING THE RECOMMENDATION: When writing the Letter of Recommendation, we strongly encourage for each recommender to consider answering the following questions in their Letter of Recommendation for the applicant:

- 1. How long have you known the applicant and in what capacity?
- 2. Describe the applicant's talents, strengths, and leadership ability.
- 3. How could this applicant improve in order to rise to the challenges presented by a Service Academy?
- 4. Do you believe the applicant plans to pursue military service as a career? Does he/she possess the maturity to fulfill the commitments and obligations that accompany a Service Academy education?
- 5. How does the applicant handle challenging situations and/or failures?
- 6. Do you know of any personal circumstances that might affect the applicant's performance at a Service Academy?



ADDITIONAL INSTRUCTIONS AND GENERAL INFORMATION

1. REQUIREMENTS

- a. Eligibility. Applicant must meet the following criteria to be considered for a Service Academy nomination.
 - i. Applicant must be a legal resident of the Sixth Congressional District (legal residence of custodial parent normally determines constituency should parents be divorced). To confirm residency, please visit <u>www.house.gov</u>.
 - ii. Citizen of the United States.
 - 111. Appropriate Age
 - iV. Unmarried and have no legal requirement to provide support to a dependent.
- b. Application Form. The enclosed application forms must be completed and returned by the official deadline of <u>November 4thth, 2016</u>. Formal candidacy is established in Representative Moulton's office upon receipt of the completed application packet.
- C. Personal Resume.
- d. Recommendation Letters. Three recommendation letters must be submitted.
- e. **Transcript.** An official transcript of the applicant's high school record and if possible class rank, which must be submitted. This transcript <u>must show the applicant's final junior year grades</u>. If the applicant applies before this information is available, it is the applicant's responsibility to request their guidance counselor send an up to date transcript and to keep records current.
- f. **Standardized Test Scores.** The SAT and ACT are required entrance exams recognized by the Service Academies for applicants admitted to one of the Service Academies. Applicants are responsible for registration of tests and sending their scores to the academy/academies and to **Representative Moulton's office**.
- **g.** Qualifying Medical Exam. The individual academies will recommend the scheduling of medical examinations to the Department of Defense Medical Review Board (DODMRB) after receipt of the pre-applicant questionnaire, which is used to open a pre-admission file at an academy. There is no cost to the applicant for this examination. Be sure to mail the appropriate yellow, white, blue or green cards as soon as possible to the appropriate academy/academies. The results of this exam are not needed for the application file.
- h. Interview. Each applicant who completes a written application will be interviewed by Representative Moulton's Service Academy Selection Board. This is the final step in the nominating process. The board is comprised of members of the public (from the Sixth Congressional District), who are appointed by Representative Moulton to review all of the applications, interview the applicants, and make recommendations to Representative Moulton on nominations. The applicant MUST receive a nomination from either Representative Moulton or one of the other eligible nominating authorities to be considered for acceptance to a Service Academy. Once the applicant's file is complete, they will receive further information on the scheduling of the interview.



2. BASIS FOR SELECTION

- **a.** Selections are made competitively on the basis of a combination of *academic factors, leadership potential, extracurricular activities, physical fitness, and letters of recommendation.*
 - 1. Academic Factors. Competitive applicants for a Service Academy nomination will be considered based on their school records, class rank, grade point average, and College Board scores. Normally competitive applicants will have SAT scores that are above 600 on verbal and 650 on math, or ACT scores above 22 on verbal and 26 on math and will stand in the upper fifth of their class. The higher the applicant's scores and class standing, the greater the chances will be for a nomination, assuming her or she meets or exceeds the qualifications in the remaining areas of consideration.
 - 11. Extra-Curricular Activities. The most competitive applicants will be active in their communities whether at their schools, through volunteer work, or other activities. In particular, Representative Moulton's Service Academy Selection Board looks for highly motivated students who demonstrate leadership ability in their own community.
 - 111. Motivation. One of the most important considerations in the selection process is motivation the applicant's desire to attend an academy. It is also the most difficult to measure. To an extent, motivation can be judged by a applicant's diligence in completing their file, which is one reason those with incomplete files are not considered for nomination. In addition, applicants are required to write an essay on the reasons for wanting to attend an academy. The essay can be an extremely helpful tool in the review of the application.
 - IV. Leadership and Physical Fitness. Leadership potential and physical fitness are judged from the information provided on the application form. This information should be kept up to date. Unlike civilian colleges, Service Academies place strong emphasis on physical training. In addition, the academies, like civilian colleges and universities, place a high premium on leadership and extra-curricular activities. Therefore, consideration must be given to each applicant's proven ability in these areas. It is strongly recommended that the letters of recommendation and resume highlight any of the applicant's leadership skills.

3. OTHER COMMISSIONING OPTIONS

a. U.S. Coast Guard Academy. The U.S. Coast Guard Academy is proud to educate leaders of a multi-mission, maritime military force. As a commissioned officer in the Coast Guard, you will be leading a team of men and women who are continually called on to serve their community, country, and fellow citizens.

While the United States Coast Guard is notable as the oldest life-saving service in the world, its roles include more than just Maritime Safety and Security. The Coast Guard is also called upon for critical service in protection of natural resources, maritime mobility (management of maritime traffic, commerce and navigation), and national defense. The U.S. Coast Guard Academy campus is located on the Thames River in New London, Connecticut; the Academy provides a four-year Bachelor of Science degree program with a full scholarship for each individual. Each year, approximately 200 ensigns (or junior officers) are commissioned during graduation exercises in May.

Following graduation, newly commissioned ensigns report for duty aboard cutters and at sector offices in ports nationwide. Graduates of the academy are obligated to serve five years in the U.S. Coast Guard, though many choose to stay and make a rewarding, life-long career of their maritime military service.

The U.S. Coast Guard Academy does not require a nomination from either Representative Moulton or one of the other eligible nominating authorities to be considered for acceptance to the academy.

For additional information please visit the following website: http://www.cga.edu/



U.S. Representative Seth Moulton Application for Nomination to a U.S. Service Academy

- b. Reserve Officer Training Corps (ROTC). A great alternative to academy attendance is one of the Reserve Officer Training Corps (ROTC) programs offered by the three military services. ROTC is a four year elective program that is offered on many college campuses. The ROTC program also offers full or partial tuition scholarships to qualified students. Completion of a Reserve Officer Training program will result in a commission as a Second Lieutenant or Ensign along with students who graduate from a military academy at the same time.
 - i. For additional information please visit the following websites:
 - 1. U.S. Army ROTC: <u>http://www.goarmy.com/rotc.html</u>
 - 2. U.S. Air Force ROTC: <u>http://www.afrotc.com/</u>
 - 3. U.S. Navy ROTC: <u>http://www.nrotc.navy.mil/</u>
- **c. Officer Training and Candidate Schools.** While duration and type of training varies among the Services, each teaches military subjects, leadership skills and physical training. The goal is to prepare recruits for the challenges of officer life, from managing others to understanding military culture and law. To learn more about specific programs and classes, visit the service-specific websites listed in the table below.

i. Army Officer Candidate School

- 1. Duration: 12 weeks
- 2. Rank upon Graduation: Second Lieutenant
- 3. Location: Fort Benning (Fort Benning, GA)
- 4. More Info: <u>Army OCS</u>

ii. Marine Corps Officer Candidates School

- 1. Duration: 10 weeks
- 2. Rank upon Graduation: Second Lieutenant
- 3. Location: Marine Corps Base Quantico (Quantico, VA)
- 4. More Info: Marine Corps OCS

iii. Navy Officer Candidate School

- 1. Duration: 12 weeks
- 2. Rank upon Graduation: Ensign
- 3. Location: Naval Station Newport (Newport, RI)
- 4. More Info: <u>Navy OCS</u>

iV. Air Force Officer Training School

- 1. Duration: 12 weeks
- 2. Rank upon Graduation: Second Lieutenant
- 3. Location: Maxwell-Gunter Air Force Base (Montgomery, AL)
- 4. More Info: <u>Air Force OTS</u>

V. Coast Guard Officer Candidate School

- 1. Duration: 17 weeks
- 2. Rank upon Graduation: Ensign
- 3. Location: Coast Guard Academy (New London, CT)
- 4. More Info: <u>Coast Guard OCS</u>



U.S. Representative Seth Moulton Application for Nomination to a U.S. Service Academy

SERVICE ACADEMY SELECTION BOARD

OVERVIEW

Representative Moulton's Service Academy Selection Board is comprised of former and current service members who reside in the 6th Congressional District. Currently, there are members serving on the Selection Board who have graduated from each of the U.S. Service Academies that require congressional nominations (i.e. United States Military Academy, United States Naval Academy, United States Air Force Academy, and the United States Merchant Marine Academy).

The current chair of Representative Moulton's Service Academy Selection Board is .

GRADING RUBRIC

Part of Representative Moulton's Service Academy Nomination Application process requires each applicant to undergo an interview conducted by members of Representative Moulton's Service Academy Selection Board. In addition to the information provided in the applicant's application packet, the board members will use any information obtained from the applicant during the interview and apply it the board's scoring methodology.

The Service Academy Selection board uses a scoring methodology based upon the whole person principle to get a comprehensive composite of intelligence, leadership, engagement, confidence, and recommendations by others. In the scoring methodology, the Selection Board grades each applicant in the following categories:

- GRADES (i.e. Official High School Transcript and/or Official College Transcript)
- STANDARIZED TEST SCORES (SAT/ACT)
- EXTRA-CURRICULAR ACTIVITIES
- ATHLETIC PARTICIPATION
- LEADERSHIP ROLES
- PERSONAL ESSAY
- LETTER OF RECOMMENDATIONS
- PERSONAL INTERVIEW