

2018 United States Service Academy Nominations



Congressman Leonard Lance
425 North Ave. East Westfield,
NJ 07090
(908) 518-7733

2018 United States Service Academy Nominations

Nomination Packet

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TO: APPLICANTS TO THE U.S. SERVICE ACADEMIES

FROM: CONGRESSMAN LEONARD LANCE

Nominating qualified young men and women to attend the United States Service Academies is among the more gratifying responsibilities of a Member of Congress. I admire you for your interest in joining the ranks of one of the most venerable traditions in our Nation's history. Please take a few moments to read through the following materials with care, as the information will assist you with navigating the process of applying for a nomination to a service academy. I look forward to receiving your completed application.

A Member of Congress has the ability to nominate up to ten applicants for one vacancy to be filled at an Academy and is not permitted to have more than five men or women in each Academy at one time. Generally, a vacancy is created only by graduation. At the Merchant Marine Academy, I may nominate up to ten young men and women to compete with other nominees on a statewide basis for a quota of six appointments allotted to the State of New Jersey.

My nominations to all Service Academies are strictly competitive, based on the recommendations of my Academy Review Board. The conclusions of the Board members are reached after reviewing the applicant's academic record and extra-curricular activities and conducting an interview with the applicant. A final selection will be made after the Board submits its recommendations.

The Academies require that you complete a separate application and take a medical qualification examination to ensure that you can meet the rigid standards of physical fitness.

You must certify that you are a legal resident of the Seventh Congressional District of New Jersey. This complies with the statutory specifications for appointment. Due to recent changes in the congressional district lines in the State of New Jersey, please visit <http://www.house.gov/> and enter your zip code into the "Find Your Representative" search box in the upper right hand corner of the website to confirm that you reside in the Seventh Congressional District of New Jersey. If you have questions regarding the congressional district in which you reside, please call my office for assistance at 908-518-7733.

The final selection in the competition of men and women who are nominated is determined by the academic board of each Academy, which selects candidates considered to be the best qualified on the basis of all-around ability and the likelihood of success in the military profession.

Please report your scores on the SAT and/or ACT directly to me by using my assigned score code numbers. My SAT code number is 2781. My ACT code number is 7530.

All applications and required materials must be in my Westfield District Office by 12 pm on Friday October 12, 2018 to receive consideration by my Academy Review Board.

GENERAL INFORMATION

Each nominating source uses a selection process for Academy nominations designed to meet its own needs and standards. The different procedures are often confusing to applicants who apply to more than one source. Carefully studying and following the instructions of each office can avoid misunderstandings.

PLEASE NOTE: By signing the application you will have indicated an understanding and acceptance of the nomination requirements as set forth by the Office of Congressman Leonard Lance.

Because of the extreme competition for nominations, you are urged to apply to every nominating authority available to you (both U.S. Senators, your Congressional Representative, and the Vice President). Should your eligibility allow, you may also apply to the President. Ideally, students seeking a nomination should begin the Congressional Academy process in April of their junior year of high school.

Congressman Lance will be able to nominate qualified candidates to the United States Air Force Academy, Merchant Marine Academy, Military Academy at West Point and Naval Academy. Included is an informational fact sheet outlining the requirements for each Academy.

Due to the large number of applicants, you will be interviewed 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 Friday October 12, 2018.

Contact with the admissions office of the Academy of your preference is imperative. The Academy will establish a file and forward to you general information and detailed admissions requirements including a Prospective Candidate Questionnaire.

Congressman Lance's Review Board will conduct a personal interview with each applicant meeting all requirements. Selections are made competitively on the basis of academic performance, leadership potential, extra-curricular activities, physical aptitude, personal interviews and letters of recommendation. Qualified individuals for each vacancy will be recommended by the board to Congressman Lance for nomination. The final ranking and subsequent appointments will be at the discretion of the Academies.

Certain information must be provided in order for you to be considered an applicant. It is your responsibility to submit the required information. The deadline for submitting the required information is 12pm on Friday October 12, 2018.

To ensure that Seventh District applicants have an opportunity to be reviewed by the Academies, please let the Congressman's office know immediately if another authority nominates you or should you change your career goals. This will offer the opportunity to another student.

FACT SHEET

The Academies provide guidelines for applicants who may be eligible to be considered for an appointment. A candidate must be an American citizen by the date of induction into an Academy and of good moral character. If you are a naturalized citizen, you must provide documentation.

The United States Air Force Academy, Military Academy at West Point, and Naval Academy require you to be at least 17 years old, but not have passed your 23rd birthday by July 1 of the year of induction. A candidate must be unmarried with no dependents.

The United States Merchant Marine Academy requires that you be at least 17 years old, but not have passed your 25th birthday by July 1 of the year of induction. A cadet may be married, but couples may not be domiciled either on or off campus.

United States Air Force Academy

Director of Admissions
HQ USAFA/RRS
2304 Cadet Drive, Suite 2400
USAF Academy, CO 80840-5025
Tel: 1-800-443-9266
Web: academyadmissions.com

United States Naval Academy

Director of Admissions
117 Decatur Road
Annapolis, MD 21402
Tel: 410-293-1000
Web: www.usna.edu/admissions

United States Military Academy at West Point

Director of Admissions
Official Mail and Distribution Center
646 Swift Road
West Point, NY 10996-1905
Tel: 845-938-3018
Web: www.usma.edu

United States Merchant Marine

Director of Admissions
300 Steamboat Road
Kings Point, NY 11024
Tel: 516-726-5644, ext. 5646
Web: www.usmma.edu

United States Coast Guard Academy

*No Congressional nomination is required.
Call: 1-800-883-8724 or write 31 Mohegan Avenue, New London, CT 06320 to obtain information or application forms. You can also visit the Coast Guard Academy on the web at www.cga.edu.

All Academies require you to pass a Department of Defense Medical Examination Review Board (DODMERB). The Academy to which you have applied will initiate the scheduling of an examination with the Department of Defense. Once taken, the examination may be used for all service academies and four-year ROTC scholarship programs.

NOTE: Graduation from a United States Service Academy obligates you to serve five years of Active Duty Service.

REQUIREMENTS

Residency: An applicant must be a legal resident of the Seventh Congressional District of New Jersey. To verify your congressional district, visit <http://www.house.gov/> and use the “Find My Representative” search box in the upper right hand corner of the website or call the Westfield office at 908-518-7733.

Application Form: The enclosed application should be completed and submitted along with a photograph of the applicant and all required information in a single large envelope. The only aspect of an applicant’s file that should arrive separately is the official score report(s) for the SAT and/or ACT that the College Board will send directly to the office following the student’s request.

Three (3) Letters of Recommendation: Choose someone who knows you well - a teacher, coach, employer, etc. - to write a recommendation letter for you. Each person should return the letter to you in a sealed envelope with his/her name signed across the flap of the envelope. Submit all three letters together with your application and other required materials. Only three recommendation letters will be presented to the Review Board. Please do not submit additional letters. Note: Your guidance counselor or principal is permitted to substitute a letter for the General Comments section of the Scholastic Information Sheet. That letter will be included with your file but will not count as one of your three letters of recommendation.

SAT & ACT Score Reports: The applicant must request that the College Board send his/her official score report(s) for the SAT and/or ACT to the Office of Congressman Lance. Unofficial reports and photocopies are not permitted. The SAT code number is 2781. The ACT code number is 7530. The official score report(s) are the only part of the application materials that should arrive separately.

Essay: Briefly state why you want to attend the Academy of your choice. There is a 500 word limit.

(continued on the following page)

REQUIREMENTS

(continued from the previous page)

Scholastic Information Sheet: Ask your high school counselor or principal to complete both pages of the Scholastic Information Sheet. If your counselor or principal chooses to include a letter in place of completing the General Comments section of the form that is acceptable. The counselor's/principal's letter will not count as a letter of recommendation. Please ask that the completed form be returned to you in a sealed envelope with the person's signature across the flap of the envelope. You must submit the Scholastic Information Sheet at the same time as the application and other required materials.

Numerical Class Rank/Size: Numerical class rank and the approximate size of the class are required. This information must be included on the Scholastic Information Sheet completed by your guidance counselor or principal. A few schools have advised that they do not rank students. In order to complete all requirements, an accurate estimate of your class standing will have to be made by your guidance counselor or principal. There is a box on the Scholastic Information Sheet that your counselor or principal should check if that person is making an estimate of the applicant's class ranking.

Transcript: Ask your guidance counselor or principal for an official transcript that includes your course listing and grades, current GPA, class rank, and SAT/ACT test scores. Your final junior grades must be listed on the official transcript (report card copies are not permitted). Please do not request your transcript before the final grades from your junior year have been added to your transcript. The transcript should be returned to you in a sealed envelope with the signature of your counselor, principal or a school official across the flap of the envelope. The transcript and the Scholastic Information Sheet may be returned to the applicant in separate envelopes or together in a single envelope. You must submit the transcript at the same time as the application and other required materials.

Deadline: Your complete application, along with all required information, must be received in a single large envelope at the Westfield District Office by **12pm on Friday October 12, 2018.**

Interviews: Interviews will be scheduled for Saturday November 17, 2018 **for all eligible applicants.**

The personal interview is mandatory. Eligible applicants will receive a letter informing them of the time and place for the interview. Special arrangements can be made for dependents of active duty military personnel who are located outside the State. You must call the office to discuss these arrangements prior to the application deadline. Special scheduling time requests for Saturday November 17, 2018 will be considered if notice is received **prior to Friday October 26, 2018.**

PLEASE PRINT OR TYPE THE ENTIRE APPLICATION

2018 United States Service Academy Application for Nomination

Congressman Leonard Lance
Seventh Congressional District of New Jersey
425 North Ave. East
Westfield, NJ 07090 Phone: 908-518-7733 Fax: 908-518-7751

Please Attach Photo Here

Please note that all materials for the application **must** be received in the Westfield District Office by 12pm Friday October 12, 2018.

Please indicate your **1st choice only**.

It is my desire to attend the United States: _____ Air Force Academy
_____ Merchant Marine Academy
_____ Military Academy at West Point
_____ Naval Academy

I. Personal Information:

Full Name: _____

Legal NJ Address: _____

City: _____ Zip+4: _____ -- _____

County: _____

Telephone: _____ Email: _____

Date of Birth: _____ Place of Birth: _____

Father's Name: _____

Occupation: _____

Mother's Name: _____

Occupation: _____

II. Education:

Name of High School: _____ Graduation Date: _____

Counselor's Name: _____ Counselor's Telephone: _____

Are you attending college? _____ if yes, where: _____

Are you attending Prep School? _____ if yes, where: _____

III. Athletics:

Please list athletic activities and sport teams with which you participate:

IV. Extracurricular Activities:

Please list extracurricular or volunteer activities in which you participate:

V. Other Hobbies and Interests:

Please list any hobbies or additional interests with which you are involved:

VI. Employment:

Please list all jobs and/or internships that you have held:

VII. Recommendation Letters:

Please submit 3 letters of recommendation as outlined in the directions. A letter from your guidance counselor or principal in place of the General Comments section of the Scholastic Information Sheet **will not** count as a letter of recommendation.

VIII. General Information:

Please answer each of the following five (5) questions within the space provided:

1. What academic areas do you intend to explore at an Academy?

2. Please list the honors, prizes, awards, etc. that you have received in order of importance to you:

3. What do you consider your greatest strength?

4. What do you consider your greatest weakness?

5. Do you have any members of your family that have served in the Armed Forces?

IX. Testing Scores:

Please list the date(s) and corresponding scores for the SAT and/or ACT tests.

SAT: Scores for new SAT tests range from 200-800. Indicate your score for the Math, Reading and Writing sections.

Test Date: _____ M: _____ R: _____ W: _____

Test Date: _____ M: _____ R: _____ W: _____

Test Date: _____ M: _____ R: _____ W: _____

Future Test Date(s) _____

ACT: Scores for the ACT range from 1 to 36 for each section. Please indicate your Composite score along with the scores in the English, Math, Reading and Science sections.

Test Date: _____ C: _____ E: _____ M: _____ R: _____ S: _____

Test Date: _____ C: _____ E: _____ M: _____ R: _____ S: _____

Test Date: _____ C: _____ E: _____ M: _____ R: _____ S: _____

Future Test Date(s) _____

X. Nominating Sources:

Please list all other nominating authorities to whom you have applied for a nomination:

XI. Essay:

Please state why you want to attend one of the U.S. Service Academies in 500 words or less. (You may type or write your answer on a separate sheet of paper.)

XII. Certification & Signature:

Please read before signing:

I have read the informational sheets explaining the nominating procedures and I am familiar with these requirements. I certify that I am a legal resident of the Seventh Congressional District of New Jersey and that the information within this application and the information within the materials accompanying the application are true and accurately presented. **If I have not submitted all necessary materials by the Friday October 12, 2018 deadline, I understand that I may not be given final consideration for a nomination.**

Signature: _____

Date: _____

Congressman Leonard Lance
SCHOLASTIC INFORMATION SHEET
For students applying for an Academy Nomination

To the Guidance Counselor:

Please return both pages of this form, along with an official copy of the applicant's transcript through his/her Junior year, to the student in a sealed envelope with your signature across the back. The student will submit the sealed envelope to the office as part of his/her application.

This information must be submitted along with the entire application by 12pm on Friday October 12, 2018.

If you have any questions regarding the application process, please contact John Malone at Congressman Lance's Westfield District Office. The telephone number is 908-518-7733.

Applicant's Full Name:

First	Middle	Last
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Address:

Street	Town	Zip Code
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Name of School: _____

Address of School: _____

Telephone Number of School: _____

Applicant's Year In School: _____ **GPA:** _____ **on a** _____ **scale.**

Class Rank: _____ Check here if this ranking is an estimate.

SAT: (Highest) Math: _____ **Reading:** _____ **Writing:** _____ **Last Date Taken:** _____

ACT: (Highest) Composite: _____ **English:** _____ **Math:** _____ **Reading:** _____

Science: _____ **Last Date Taken:** _____

School Activities:

General Comments / Recommendation:

If you would prefer, you may attach a letter to this form instead of completing this section. Your letter will not be charged against the student's limitation of three letters of recommendation.

Guidance Counselor's Signature: _____ **Date:** _____

Guidance Counselor's Printed Name: _____

PLEASE RETURN THIS FORM AND A TRANSCRIPRT REFLECTING FINAL JUNIOR YEAR GRADES TO THE STUDENT IN A SEALED ENVELOPE WITH YOUR SIGNATURE ACROSS THE BACK OF THE EVELOPE. IF TWO ENVELOPES ARE NECESSARY, PLEASE SEAL AND SIGN BOTH ENVELOPES.

The completed application and all required information should be submitted in a large envelope directly from the applicant to:
Congressman Leonard Lance
425 North Ave. East
Westfield, NJ 07090

All required information is due by 12pm on FRIDAY OCTOBER 12, 2018.