

Applying for a Service Academy Nomination in the Fourth Congressional District

Receiving a Congressional nomination and appointment to a military academy is a tremendous honor. Only America's best and brightest are offered a chance to attend. An appointment comes with great responsibility. You will be the next generation of military leaders, entrusted to defend our freedoms domestically and around the world. As a commissioned officer, you will play a critical role in ensuring America will always be a land of hope and opportunity.

An appointment to the Naval Academy, Air Force Academy, Military Academy at West Point and Merchant Marine Academy requires a nomination from your member of Congress, either or both senators or the vice president. A Congressional nomination is not required to attend the U.S. Coast Guard Academy. All applicants interested in the Coast Guard Academy must contact it directly by mail or online. Those interested in serving in the Marine Corps should apply to the Naval Academy.

To receive an appointment to a service academy, you must submit two simultaneous applications. First, you must apply to the academy or academies of your choice by completing an online admission form at the academy's Web site. The admissions office at the academy will open an official file after receiving your electronic application. Second, you must apply for a nomination from your member of Congress, either or both senators or the vice president. Please note: elected office holders each have their own specific application. There is no standardized form. If you chose to apply to more than one elected representative, the questions and requirements will likely vary from application to application. Please allow yourself enough time to complete each application.

Requirements

You must be at least 17 but not yet 23 years old on July 1 of the year of admission. You must also be unmarried and have no legal obligation to support children. You must qualify academically and physically and must receive a nomination from Congressman Camp. You must be U.S. citizen and live in Michigan's Fourth Congressional District.

Nomination

Receiving a nomination is similar to applying for admission to a civilian college or university. You must fill out an application, submit a high school transcript and a college transcript if applicable, ACT and/or SAT scores, a personal statement explaining why you are seeking a nomination to a military academy and three (3) letters of recommendation. There is no fee for an application. As a government service, it is free of charge and there is no penalty for withdrawing an application. No applicant may receive an appointment without a nomination from his/her member of Congress, either or both senators or the vice president. However, a nomination from your elected

official does not guarantee an appointment. The academy will make the final decision on each candidate based on the academy's own standards. An elected official may nominate you, but only an academy may appoint you. You are encouraged to apply to as many nominating authorities as possible. Candidates may begin applying to the academies on April 15 of their junior year of high school. You are encouraged to start this process as soon as possible to make sure you complete the requirements before the established deadlines. Nominations are based on a composite of academic achievement, leadership, extracurricular activities, physical fitness, a personal statement and letters of recommendation.

Application

Please complete the application included in the packet and return it and all related materials to: Hon. Dave Camp, ATTN: Military Academy Nominations, 135 Ashman Street, Midland, Michigan 48640 on or before November 1, 2004, at 4 p.m. Please note that your application must arrive in the office before the deadline.

High School/College Transcript

A transcript is a listing of all the high school and college-level courses you have taken and the grades you received in those classes. In some instances, it may also include absences or disciplinary action, etc. You may obtain a transcript by asking your high school guidance counselor for copy. In most cases, you will need only one high school transcript. If you have moved or changed high schools, you may need to submit more than one high school transcript. You might want to check with your counselor to make sure that you submit a complete transcript. If you are in college, you may ask for a copy of your college transcript in the registrar's office. In that case, you will need to submit a high school transcript in addition to your college transcript.

ACT/SAT

You are not required to take one exam over the other. You may wish to take the ACT or the SAT depending on to which schools you plan to apply. You may submit scores from either or both tests. The Academy Selection Board will accept your best overall composite if you take the ACT or SAT more than once. If your test results are not available at this time, you must forward a copy of your test scores as soon as possible.

Personal Statement

Please submit a typed personal statement, no longer than one page, indicating why you wish to attend a military academy and how your family, religious, educational, athletic, extracurricular, community or employment preparation has led you to make this choice. In your answer, please indicate how you would meet the unique intellectual and physical challenges of a military academy. This essay can take any direction you wish. It

should be thoughtful and insightful. Please adhere to standard uses of grammar, spelling and punctuation.

If you choose, you are welcome but not required to attach a personal résumé of no more than one page listing past and present employment, community service, certificates, honors and other achievements you believe would benefit your candidacy for nomination.

Letters of Recommendation

Please select a minimum of three (3) but no more than five (5) references to write letters of recommendation on your behalf. Your references may include teachers, coaches, neighbors, employers, clergy and community leaders. Please do not ask immediate family members such as parents, siblings or grandparents.

Ask your references to write about how they came know you and in what capacity. They should also define your qualities, describe an example of how you demonstrated sound character or judgment and why they think you should receive a nomination to a service academy. There is no word count or length limit to your letters of recommendation.

You may include your letters of recommendation when you return this packet or you may ask your references to mail their letters directly to: Hon. Dave Camp, ATTN: Military Academy Nominations, 135 Ashman Street, Midland, Michigan 48640. All letters should be written to Congressman Dave Camp. The letter must be postmarked on or before November 1, 2004, or the material will not be accepted. If the second option is chosen, it is your responsibility to make sure your references mail their letters on time. Out of courtesy to your references and consideration for their time, get started early to ensure that your letters of recommendation arrive on time and in good order.

Personal Interview

In mid-November after your file is complete, a scheduling assistant for Congressman Camp will contact you to arrange a 15-minute personal interview with the Academy Selection Board on Friday, December 3, at Central Michigan Community Hospital in Mount Pleasant. The Academy Selection Board is comprised of six community leaders from across the Fourth Congressional District who will advise Congressman Camp on his nominations and offer their recommendations to him. In most cases, it is understood that you will need to miss school to attend this interview. Please let your guidance counselor know that you must interview for a military academy nomination as a requirement for nomination to a military academy and that you need an excused absence. Please contact the Congressional office if you encounter any problems.

Qualifying Medical Examination

All candidates are required to undergo a thorough medical examination. The Department of Defense

Medical Examination and Review Board (DODMERB) will schedule your medical examinations and carefully review the reports to determine if you meet the medical standards for admission. You must successfully complete your medical examination before an appointment can be offered. DODMERB will consider your medical history such as illnesses, injuries, surgery, familial diseases and other factors that could affect your medical status. You might be asked to submit additional reports and/or records from physicians or hospitals. The individual academies will initiate this process with the DODMERB once they receive your online application form. There is no cost for this examination.

Timeline

The following is an approximate timeline of a standard nomination and appointment process. The deadlines are subject to extenuating circumstances — they are not fixed or concrete.

January 1: Application season opens.
November 1: Application deadline (before 4 p.m.).
December 3: Interview with Academy Selection Board.
December 20: Nominations announced by mail.
January 1 — July 1: Academies make their appointments.
April 1: Target date for academies to notify nominees of their application status.
July 1: First-year cadets report to the academy.

Summary

You must complete the following to receive a nomination and appointment:

1. Request a nomination application from Congressman Camp. Follow the appropriate steps and submit your application before November 1, 2004, at 4 p.m.
2. Fill out an online application form to the academy or academies of your choice.
3. Work with DODMERB to schedule and successfully complete a full medical examination. This process will start after the academy has received your application form.
4. After the November 1 application deadline, you will be contacted to schedule your interview with the Academy Selection Board on December 3.
5. In late December, Congressman Camp will award his nominations and submit the nominees to the appropriate academy.
6. The academies will begin to make their appointments between January 1 and April 1. They will not complete this process until July.
7. The academies will make every effort to advise all candidates of their status by April 1 or as soon thereafter as is possible.
8. First-year cadets report to the academy in July.

U.S. Service Academy Nomination Application

Full Name _____
(Last) (First) (Middle)

Social Security Number _____

Resident of Michigan's Fourth Congressional District? Yes _____ No _____

Permanent Address _____
(Number and Street)

(City) (State) (Zip Code)

Telephone () _____ E-mail _____

Height _____ Weight _____ Vision (Uncorrected) _____

Age _____ Date of Birth _____ Place of Birth _____
(Month/Day/Year) (City) (State)

Attach a school photograph here if you wish.

Family/Guardian Information

Father's/Guardian's Name _____ Daytime Phone () _____

Employer _____ Occupation _____

Mother's/Guardian's Name _____ Daytime Phone () _____

Employer _____ Occupation _____

Has any member of your family attended an academy and/or served in the military? If so, please make any notations here. _____

High School Education

High School _____
(Name) (Number and Street) (City) (State) (Zip)

Anticipated Graduation Date _____

Other High Schools, if any _____

(Name) (Number and Street) (City) (State) (Zip)

High School Counselor _____ Telephone () _____

Grade Point Average/Scale (4.0-12.0) _____ Class Rank _____ Class Size _____

Have you completed any college-level courses? Yes _____ No _____

If yes, which subjects and how many credits did you receive? _____

College Entrance Exams

Have you taken the SAT (Scholastic Aptitude Test)? _____ If yes, month/year taken _____

Composite _____ Verbal _____ Math _____

Have you taken the ACT (American College Test)? _____ If yes, month/year taken _____

Composite _____ English _____ Math _____ Reading _____ Science _____

If you have not taken the SAT or ACT, please indicate when you plan to do so. _____
(Month/Year)

The Academy Selection Board will accept your best overall composite if you take the ACT or SAT more than once. If your test results are not available at this time, you must forward a copy of your test scores as soon as possible.

Athletic Participation

Sport	Season(s) in Sport	No. of Varsity Letters	Special Recognition
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Extracurricular Participation

Club/Organization	Time with Club/Organization	Special Recognition
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Community Involvement

Organization	Responsibilities	Special Recognition
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Employment

Employer	Time with Employer	Responsibilities	Hours/Week
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Are you now serving on military active duty? If yes, please make any notations here. _____

Personal Statement

Please submit a typed personal statement of no longer than one page indicating why you wish to attend a military academy and how your family, religious, educational, athletic, extracurricular, community or employment preparation has led you to make this choice. In your answer, please indicate how you would meet the unique intellectual and physical challenges of a military academy.

If you choose, you are welcome but not required to attach a personal résumé of no more than one page listing past and present employment, community service, certificates, honors and other achievements you believe would benefit your candidacy for nomination.

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Ask your references to write about how they came to know you and in what capacity. They should also define your qualities, describe an example of how you demonstrated sound character or judgment and why they think you should receive a nomination to a military academy. There is no word count or length limit to your letters of recommendation.

List the names and titles of three references who will write letters on your behalf:

_____	(Name)	_____	(Title)
_____	(Name)	_____	(Title)
_____	(Name)	_____	(Title)

General Information

To which other nominating authorities have you applied (senators, vice president)?

Rank your three academy preferences, most desired first:

Have you visited an academy? _____

Where did you obtain this application? High School ___ College Fair ___ Mail ___ Internet ___ Other _____

I have read the information explaining Congressman Camp's nominating procedures. I certify that I am a U.S. citizen and a legal resident of the Fourth Congressional District and the information I am submitting is accurate. I understand that my application must be completed and returned to Congressman Camp before 4 p.m. on November 1, 2004, to be given full consideration.

Signature _____ Date _____

Congressional Office Use Only

Application

Letters of Recommendation

High School Transcript

Letter(s) of Assurance

ACT/SAT

Nomination(s) Offered

Personal Statement

Appointment(s) Offered

Hon. Dave Camp
ATTN: Military Academy Nominations
135 Ashman Street
Midland, Michigan 48640
Phone: (989) 631-2552 or (800) 342-2455
Web: www.house.gov/camp



