



Office of Rep. Elizabeth Esty, CT-5

## US Service Academy Nominations Packet

Dear Applicant:

The following information is meant to assist you in applying for Congresswoman Elizabeth Esty's nomination for one of the U.S. Service Academies. Please be aware that the timely submission, completeness, accuracy and appearance of your application are important aspects of the selection process. The nominating process begins with you filling-out and submitting the accompanying application packet. Please review the information and guidelines below, and retain a copy of all documents that you submit to Congresswoman Esty's office.

### ELIGIBILITY

Nominees must adhere to the following eligibility requirements:

- Nominees **MUST BE** a United States Citizen.
- Applicants **MUST BE PERMANENT** residents of Connecticut **AND** the 5<sup>th</sup> Congressional District. *By law Congresswoman Esty can only provide nominations to those who reside in her district. If you live in Waterbury or Torrington please confirm with your Registrar of Voters that you reside in the 5th Congressional District.*
- Candidates must be at least 17 years old, but not have passed their 23<sup>rd</sup> birthday by July 1 of the year of admission.
- *Candidates for admission to the Merchant Marine Academy must be at least 17 years old, **but not have passed their 25<sup>th</sup> birthday by July 1 of the year of admission.***
- Candidates must be unmarried.
- Candidates must have no legal obligations to support any dependents.
- There will be physical aptitude and medical testing requirements to qualify.
- Academically, the majority of students accepted to the academies are in the top 20% of their class, with higher than average standardized test scores in Math and English.



## US SERVICE ACADEMY NOMINATION PACKET

### ADMISSION TO THE SERVICE ACADEMIES

Admission to the Academies is a two-tiered process. You must first receive a nomination from your Congresswoman or Senator, and then your application will be reviewed by the Academy for final appointment/admission to the respective Academy. To be eligible for a Congressional nomination and an appointment to a U.S. Service Academy, you **MUST** follow two procedures at the same time:

**1) Consideration for a Congressional Nomination**(Congressional Office)

When your completed nomination application (included in this packet) is received, a file will be opened and maintained in your name in Congresswoman Esty’s District Office. All documents should be submitted to Congresswoman Esty’s office as **ONE COMPLETE PACKAGE**. However, you may add information, letters of recommendation, transcript, SAT scores, etc. any time **BEFORE October 24, 2014**. You may keep in touch with the Congresswoman’s office at (860) 223-8412.

**2) Consideration for an Academy Appointment** (Academy Admissions Office)

When each academy receives your completed pre-candidate questionnaire (which YOU MUST request from each academy), a file will be opened and maintained in your name in the admissions office. You may add information to your file at an academy, as instructed by each academy. *Be aware of deadlines and keep in touch with academies!*

### METHOD OF NOMINATION

To get a copy of an application for Congressional nomination, please visit Congresswoman Esty’s website at [www.Esty.House.gov](http://www.Esty.House.gov) or contact her District Office in New Britain at (860) 223-8412. ***This application process is for nominations. You must also complete separate applications for each of the academies.*** Congresswoman Esty accepts nominations to the following service academies. The service academies may be contacted earlier in the calendar year to request candidate information sent directly to your home. ***\*The U.S. Coast Guard Academy in New London does not require a congressional nomination.***

**U.S. Air Force Academy**

Air Force Academy Admissions Office  
HQ USAFA/RRS, 2304 Cadet Drive, Suite 200  
USAF Academy, CO 80840-5025  
<http://www.usafa.af.mil>

**U.S. Military Academy at West Point**

West Point Director of Admissions  
600 Thayer Road  
West Point, NY 10996-9902  
<http://www.usma.edu/>

**United States Naval Academy**

Naval Academy Candidate Guidance Office  
117 Decatur Road  
Annapolis, MD 21402-5018  
<http://www.usna.edu>

**United States Merchant Marine Academy**

Merchant Marine Academy Admissions Office  
Kings Point, NY 11024-9997  
<http://www.usmma.edu/>



## US SERVICE ACADEMY NOMINATION PACKET

### METHOD OF NOMINATION (continued)

Congresswoman Esty uses a “competitive” nomination process. Using this method, the Member of Congress submits to the academy an unranked list of nominees for each vacancy. The academy then reviews the list and selects the most qualified candidates.

Due to the competitive nature of this selection process, it is strongly recommended that each candidate apply to both U.S. Senators and their U.S. Representative. Applicants may also wish to consider applying to the Vice President for nomination. Please refer to the academy catalog or an admissions representative for further information.

An applicant who has a parent who is an active or retired military person, a disabled or deceased veteran, a POW/MIA, or a Medal of Honor recipient, may wish to contact the academy to learn of additional means of receiving a service connected or Presidential nomination.

### REQUIRED DOCUMENTS

An application file is considered complete in Congresswoman Esty’s office when it contains the following items:

- 1) **Completed application form.** Applications must be typed or neatly written. For your convenience the application is available online at [www.Esty.House.gov](http://www.Esty.House.gov). ***Please attach a recent wallet-size photograph of yourself to the application.***
- 2) **Personal Statement.** Please attach a brief statement illustrating you want to attend the academy of your choice. Please keep it no more than one page in length and include your name at the top of the page (see application for further details).
- 3) **Official Academic Transcript.** Please provide a copy of your official academic transcript(s) (high school and/or college). All transcripts must be originals bearing your school’s official seal. Transcripts must come from the high school guidance counselor. College students are required to submit both high school and college transcripts.
- 4) **SAT and/or ACT scores.** Please submit all available standardized test scores. Applicants may choose to notify the SAT/ACT testing centers to request that scores be sent directly to Congresswoman Esty’s office. The SAT code is #3466. The ACT code is #7313. Due to costs associated with requests for original copies, guidance counselors may submit these scores with the candidate’s official transcript in a sealed envelope. PLEASE NOTE: Candidates who receive appointments to the academies are usually in at least the top 20% of their class, with higher than average test scores in Math and English. We recommend that you check the websites of each academy for up to date detailed information on average test scores.



## US SERVICE ACADEMY NOMINATION PACKET

### REQUIRED DOCUMENTS (continued)

- 5) **Letters of Recommendation.** Please obtain recommendations from three people, including two from academic sources. The third recommendation may come from an academic source or a non-academic source such as a coach, employer, clergy, neighbor or other non-family member who can accurately comment on your character, abilities and potential. Please use the recommendation forms provided in this packet.

All letters of recommendation must be returned in a sealed envelope with their signature across the seal. All three letters must be submitted with your application by **5:00 PM on October 24, 2014**. On the application form, please provide the names and contact information of those whom you expect to write your recommendations.

- 6) **Pre-Candidate Questionnaire.** Please obtain a Pre-Candidate Questionnaire from each Academy you are applying to. This initiates your file at the Academy and permits the Academy to begin evaluating your candidacy. In turn, the Academy will keep Congresswoman Esty advised of your status.

### PROCEDURES

- 1) All required documents **MUST** be submitted to Congresswoman Esty's office **NO LATER THAN 5:00 PM on October 24, 2014**, in order to be considered for nomination. Please send all documents to:

Office of Congresswoman Elizabeth Esty  
Attn: Sherri Vogt  
114 W Main Street, Suite 206  
New Britain, CT 06051

This deadline will not be extended. **If all materials are not submitted by the deadline, your file will be closed as incomplete and you will not be considered for nomination.** \*\*\* *SAT and ACT scores from any November testing dates are the only materials that may be accepted after the deadline.*

- 2) Please be sure to submit all documents to our office as **ONE COMPLETE PACKAGE.**
- 3) You will be asked to appear for a personal interview (see Selection Process).
- 4) If, after applying for the nomination, you decide you are no longer interested in an appointment, please notify Congresswoman Esty's office.



## US SERVICE ACADEMY NOMINATION PACKET

### SELECTION PROCESS

Following the receipt of your completed application on or before the stated deadline, Congresswoman Esty's office will notify you of a personal interview with her Academy Nomination Panel. Nominations will be based on the recommendations of this Advisory Panel, who will interview and evaluate candidates. **Interviews will be conducted in November and December of 2014.**

After nominations have been submitted to the academies, the Admissions Office of each academy will offer the actual appointments to successful nominees. The announcement of appointments can begin as early as January and will continue for several months until the ranks of the next entering classes are full.

A congressional nomination does not guarantee admission to one of the service academies. The academies' respective admissions boards ultimately decide who is admitted. The four service academies that require congressional nomination include the U.S. Naval Academy (USNA), the U.S. Military Academy at West Point (USMA), the U.S. Air Force Academy (USAFA), and the U.S. Merchant Marine Academy (USMMA). **The U.S. Coast Guard Academy does not require nomination.**

Because the nomination process is extremely competitive, be sure to apply to all nominating sources available to you. Also, you should indicate your alternative academy choices in case you don't receive a nomination to your first academy choice. Give yourself the benefit of every opportunity. Please read this application packet thoroughly and follow instructions carefully. If you have any questions or concerns, please don't hesitate to call Congresswoman Esty's District Office in New Britain at (860) 223-8412.



# APPLICATION FOR SERVICE ACADEMY NOMINATION

## APPLICATION FOR SERVICE ACADEMY NOMINATION

### Personal Information:

*Please type or print neatly in black or blue ink.*

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Middle Initial: \_\_\_\_\_

SSN: \_\_\_\_\_ U.S. Citizen?  Yes  No Date of Birth: \_\_\_\_\_ (MM/DD/YYYY)

### Permanent Address:

Street: \_\_\_\_\_ Unit: \_\_\_\_\_

City/Town: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ County: \_\_\_\_\_

### Non-Permanent Address:

Same as Above

Street: \_\_\_\_\_ Unit: \_\_\_\_\_

City/Town: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ County: \_\_\_\_\_

### Parents' Address:

Same as Above

Street: \_\_\_\_\_ Unit: \_\_\_\_\_

City/Town: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ County: \_\_\_\_\_

Mother's Name: \_\_\_\_\_ Father's Name: \_\_\_\_\_

### Alternative Contact Information:

Home Phone: \_\_\_\_\_ Other Phone: \_\_\_\_\_ Email: \_\_\_\_\_

### Academy Choice:

*(in order of preference: 1, 2, 3,*

Air Force: \_\_\_\_\_ West Point: \_\_\_\_\_ Naval: \_\_\_\_\_ Merchant Marine: \_\_\_\_\_

Are you also seeking a nomination from:  Senator Blumenthal  Senator Murphy



# APPLICATION FOR SERVICE ACADEMY NOMINATION

## Academic Information:

High School/College: \_\_\_\_\_

Street: \_\_\_\_\_ City/Town: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

School Phone: \_\_\_\_\_ Date of Graduation: \_\_\_\_\_

Class Rank: \_\_\_\_\_ of \_\_\_\_\_ Guidance Counselor: \_\_\_\_\_

**SAT** Math: \_\_\_\_\_ Verbal: \_\_\_\_\_ Date Taken: \_\_\_\_\_

Math: \_\_\_\_\_ Verbal: \_\_\_\_\_ Date Taken: \_\_\_\_\_

**ACT** Subject: \_\_\_\_\_ Score: \_\_\_\_\_ Date Taken: \_\_\_\_\_

Subject: \_\_\_\_\_ Score: \_\_\_\_\_ Date Taken: \_\_\_\_\_

**AP** Subject: \_\_\_\_\_ Score: \_\_\_\_\_ Date Taken: \_\_\_\_\_

## Extracurricular Activities:

*Please list extracurricular, athletic, and community activities in which you participated during high school (and college). From top to bottom, please list the groups in order of their importance to you. Please include any positions held or awards received.*

Activity	Years Involved	Hours Per Wk	Offices Held, Awards Received
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## APPLICATION FOR SERVICE ACADEMY NOMINATION

### **Extracurricular Activities (continued):**

*List any awards, honors, or special activities:*

*Work Experience:*

*List any family members who served in the military:*

*List any family members who are Academy graduates:*



**APPLICATION FOR SERVICE ACADEMY NOMINATION**

*In the nomination process, we hope to learn about each candidate as a whole. SAT scores, transcripts and activities tell us only so much information about you as a person.*

*The following short answer and personal statement questions will help us better understand you and your motivation for attending a United States Service Academy. Please remember that there are no right or wrong answers.*

*Please type your response to the following short answer and personal statement on an additional piece of paper. **Please make sure that your name is one the top, right hand corner of each page.***

**Short Answer Question:** On the previous page, you were asked to list your activities by order of importance to you. Please tell us why you consider your top activity to be most important. What have you learned from participating in that group, club, team, or activity? What have you added to the group? How will having participated affect you in the future?

**Essay Question:** Please write about your desire at attend a United States service academy. Perhaps you may wish to describe the event(s) that made you interested in attending a service academy. Furthermore, you may want to write about a family member or friend who was influential in your decision-making. Please be clear in describing why attending a U.S. service academy is right for you.

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

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

By signing this form, I swear that the material contained therein is truthful and accurate and the written material is my own.

PLEASE RETURN THE APPLICATION NO LATER THAN **October 24, 2014** TO:

Office of Congresswoman Elizabeth Esty  
Attn: Sherri Vogt  
114 W Main Street, Suite 206  
New Britain, CT 06051  
(860) 223-8412



## LETTER OF RECOMMENDATION SUPPLEMENT

### *Letters of Recommendation Supplement*

Enclosed with this application, please find three identical forms for you to submit to those people who will be writing your letters of recommendation. These recommendations should be returned to you in a sealed envelope with their signature across the flap. Please notify these individuals of your **October 24, 2014** deadline.

Please include all three letters of recommendation with your application.

Please provide us with the names of those people who are writing letters or recommendation for your candidacy.

1. Name: \_\_\_\_\_

Title: \_\_\_\_\_ Relation to You: \_\_\_\_\_ Years Known: \_\_\_\_\_

2. Name: \_\_\_\_\_

Title: \_\_\_\_\_ Relation to You: \_\_\_\_\_ Years Known: \_\_\_\_\_

3. Name: \_\_\_\_\_

Title: \_\_\_\_\_ Relation to You: \_\_\_\_\_ Years Known: \_\_\_\_\_



**LETTER OF RECOMMENDATION FOR SERVICE ACADEMY NOMINATION**

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Dear Sir/Madam:

Thank you for agreeing to recommend this candidate in her or her application for a Congressional nomination to a U.S. service academy. I appreciate your candid evaluation of this student's scholarship and character. For your convenience and privacy, I would ask that you return your recommendation to the applicant in an envelope with your signature across the seal. Please keep in mind that applications are due on **October 24, 2014.**

ELIZABETH ESTY  
Member of Congress

*Candidate's Name:*

---

*Last*

*First*

*Middle*

*Your Name:*

---

*Address:*

---

*Position/Title:*

---

*Relationship To The Student:*

---

*How Long Have You Known This Student?*

---

*If You Are a Teacher, In What Classes Have You Instructed This Student?*

---

*What Grades Did He or She Receive?*



### APPLICATION FOR SERVICE ACADEMY NOMINATION

**Directions:** Please complete the chart on the next page of this form. For each of the characteristics listed, please evaluate the candidate as compared to other students whom you know or those within his or her class. Please continue these evaluations in depth with a letter in which you describe the candidate as you know him or her. (If you have prepared a recommendation for this student for another college, you may submit a photocopy of such a letter.) Please include or highlight any areas of this student’s candidacy, which you believe deserve special consideration. Thank you for your time and cooperation.

*Please check the appropriate boxes.*

(If you have no basis for judgment on one or more of these characteristics, do not check any box.)

Characteristic	Poor	Satisfactory	Good	Very Good	Excellent	Top 1-3% of Class
Scholarship	<input type="checkbox"/>					
Self-Discipline	<input type="checkbox"/>					
Leadership	<input type="checkbox"/>					
Challenges Self	<input type="checkbox"/>					
Respected by Peers	<input type="checkbox"/>					
Respected by Faculty	<input type="checkbox"/>					
Accepts Criticism	<input type="checkbox"/>					
Actively Participates In Extracurriculars	<input type="checkbox"/>					

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

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

Please include this form with your written comments to the applicant in a sealed envelope. Should you have any questions or concerns, or would like to further comment on this applicant, please contact Sherri Vogt at:

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*Your Name:*

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*Please check the appropriate boxes. If you have no basis for judgment on one or more of these characteristics, do not check any box.*

Characteristic	Poor	Satisfactory	Good	Very Good	Excellent	Top 1-3% of Class
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Member of Congress

*Candidate’s Name:*

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*Last*

*First*

*Middle*

*Your Name:*

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*Address:*

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Respected by Peers	<input type="checkbox"/>					
Respected by Faculty	<input type="checkbox"/>					
Accepts Criticism	<input type="checkbox"/>					
Actively Participates In Extracurricular Activities	<input type="checkbox"/>					

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

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

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