



315 East Robinson Street
Landmark Center One, Suite 475
Orlando, Florida 32801

(407) 254-2573 Phone
(407) 423-0941 Fax
(866) 630-7106 Toll Free in FL

GENERAL INFORMATION

The procedure for selection of nominees for service academies varies with each Congressman and Senator. Service academy nominations by Senator Martinez are handled by our **Orlando office**. Please feel free to contact that office should you have any questions or need assistance in completing the process. **It is your responsibility to ensure your application and all required information is complete and has been received by our office by the postmark deadline of September 30, 2009.** Please advise those providing recommendations that they must meet this deadline. You may call (407) 254-2573 and speak with the service academy coordinator to verify all materials and letters of recommendation have been received.

Nominating Authority

Competition for nominations is competitive, therefore, we urge you to apply to every nominating authority for which you are eligible. Members of Congress may nominate applicants who meet the eligibility requirements established by law. United States Senators nominate from applicants in their entire state. United States Representatives nominate from applicants residing in their congressional districts as constituted at the time of their election. Applicants may apply for and receive nominations from both their United States Senators and from their United States Representative. Applicants may also apply to the Vice President of the United States, who can nominate applicants from across the country. An unlimited number of presidential nominations are available for children and legally adopted children of career officer and enlisted personnel of the Armed Forces, Active or Reserve, including the Coast Guard. One hundred candidates may be appointed with these nominations each year. A parent in the Reserves must be serving as a member of a reserve component and be credited with at least eight years of service or must be entitled to retired pay except that he or she is not yet sixty years old. Otherwise, the parent must currently be on active duty (other than for training) and have served continuously for at least eight years or have been retired with pay or granted retired or retainer pay. The President may also nominate the children of Medal of Honor winners.

Senator Martinez must submit his nominations to the Service Academies by January 31, 2010. For each vacancy, he will be allowed ten nominations. The final ranking and subsequent appointments will be at the discretion of the academies. The Service Academies notify candidates of their selection by May 1, 2010. The deadline for candidates to respond is May 15, 2010. Alternates will be considered after that date.

Service Academy Contact

With this packet, you have been provided a list of service academies with their contact information. **Your first priority should be to contact the academy of your choice to request a pre-candidate application.** They will provide you with general information and detailed requirements for admission to their academy.

Interview

Eligible applicants will be required to have one interview. Personal interviews will be conducted on **November 6, 2009**. Interviews will be held in locations throughout the state: Miami, Orlando, Pensacola, Jacksonville and Tampa. Your county of residence will determine your interview location. If qualified, you will be notified of the interview time and specific location.

Miami: Broward, Hendry, Martin, Miami-Dade, Monroe, Palm Beach, and St. Lucie Counties.

Orlando: Brevard, Flagler, Indian River, Lake, Marion, Okeechobee, Orange, Osceola, Seminole, Sumter, and Volusia Counties.

Jacksonville: Alachua, Baker, Bradford, Clay, Columbia, Dixie, Duval, Gadsden, Gilchrist, Hamilton, Jefferson, Lafayette, Leon, Levy, Madison, Nassau, Putnam, St. Johns, Suwannee, Taylor, Union, and Wakulla Counties.

Pensacola: Bay, Calhoun, Escambia, Franklin, Gulf, Holmes, Jackson, Liberty, Okaloosa, Santa Rosa, Walton, and Washington Counties.

Tampa: Charlotte, Citrus, Collier, DeSoto, Glades, Hardee, Hernando, Highlands, Hillsborough, Lee, Manatee, Pasco, Pinellas, Polk, and Sarasota Counties.

Review Board

After review of the candidate's application, those invited to interview will be notified by the Senator's office of the time and place for their interview with the review board for their region. **This is the only day interviews will be held for consideration for a nomination from Senator Martinez, and no make-up dates are available.** Each candidate will be considered based on his or her leadership potential, academic performance, extra-curricular activities, letters of recommendation, personal interview and physical fitness. After all interviews are completed, a review board will meet to consider candidate's files but no further interviews will be held. After this meeting, the review board will submit their recommendations to Senator Martinez who will then provide his nominations to each academy.

Status Change

Please keep in mind that we have numerous candidates applying for a nomination. Should your status change at any time, please let us know immediately so we can consider others. You should also continue to pursue the opportunity to attend the college of your choice. The academies suggest that since some colleges require deposits prior to the date the academies announce their selections, you may wish to proceed with the application process even if you lose your deposit. It is better to have "insurance" rather than lose the chance to attend the college of your choice.

NOMINATION REQUIREMENTS

Residency

Senator Martinez can only nominate students who are legal residents of the State of Florida. You, or your parents, must claim Florida as your primary residence and/or be registered to vote in Florida. If you have any questions regarding residency, please contact our office.

Application Form

Please complete the application form and packet as soon as possible. **All required information must be submitted in a single mailing.** It is your responsibility to ensure all information is received in a timely manner. Please specify the academy of your choice and do not submit more than one application. We urge you to apply directly to all academies you would consider attending. Please be sure to complete pre-candidate applications with all academies for which you are seeking a nomination. In order for the review board to consider your application for a nomination, you need to have an open application file with that specific academy. Your academy choice may be changed with our office any time **prior to the September 30, 2009** postmark deadline. A new application packet must be submitted each year, even if you have applied with our office in previous years.

Academic Recommendation Form

This form is to be completed by your high school principal or guidance counselor. After completion it should be returned to you in a sealed envelope with signature across seal for inclusion with your packet. Please be reminded of the **September 30, 2009 postmark deadline.**

Numerical Class Rank/Size

Please provide your numerical class rank and the approximate size of your class. This information **MUST** be included in the recommendation form completed by your guidance counselor or principal. If your school does not rank students please have the guidance counselor or principal provide an accurate estimate.

Transcript

You will need to request an official transcript from your guidance counselor which includes your course listing, current GPA, grades, class rank and SAT/ACT test scores. Your final junior grades must be listed on the official transcript. *The transcript should be included in your application packet in a sealed, unopened envelope.* A report card is not eligible. If you are enrolled in a college, university or academy prep school, please submit a current transcript from that institution in addition to your high school transcript.

NOTE: Minimum SAT and ACT scores must be met by the postmarked deadline of September 30, 2009 to be considered for an interview.

UNITED STATES AIR FORCE ACADEMY

SAT	580 Verbal	560 Math	Writing portion required	
ACT	24 English	25 Math	24 Reading	25 Science Reasoning

UNITED STATES MILITARY ACADEMY

SAT	560 Verbal	560 Math		
ACT	23 English	24 Math	24 Reading	23 Science Reasoning

UNITED STATES NAVAL ACADEMY

SAT	530 Verbal	570 Math
ACT	22 English	24 Math

UNITED STATES MERCHANT MARINE ACADEMY

SAT	510 Verbal	560 Math
ACT	21 English	24 Math

NOTE: No congressional nomination is required for entrance into the U.S. Coast Guard Academy.

Letters of Recommendation

In order to fulfill the requirement for recommendation letters, ask **two** people who know you well (such as a minister, coach, scoutmaster, teacher or employer) to write a letter on your behalf; however, none of these letters should be from members of your family. These letters must be included in your application packet in sealed envelopes with signatures across the seal.

Please keep in mind that one of the main characteristics the service academies are looking for is leadership. While grades are very important, academic recommendations are not the only reflection of your character. Therefore, we would appreciate your being very selective in the two individuals you ask to write your recommendation letters. We will accept only the two recommendation letters included in your packet. **These two letters are in addition to the recommendation by the guidance counselor or principal who completes your academic recommendation form.**

Standardized Test Results

You must take either the ACT or SAT prior to the **September 30, 2009** postmark deadline in order to be eligible for nomination during this cycle. If you prefer for the scores to be sent directly to our office, please provide the code for our office on the appropriate form when registering for the test (ACT Code 7117; SAT Code 5287). If test scores are included on your official transcript received prior to the postmark deadline, it is not necessary to provide extra copies.

Medical Requirements

A service academy medical examination must be passed before a candidate can receive an appointment. The examination is scheduled and reviewed by the Department of Defense Medical Examination Review Board (DODMERB). Once taken, the examination may be used for service academies and four-year ROTC scholarship programs. *The most frequently encountered problem areas* include:

Visual Acuity: All candidates accepted shall have an uncorrected visual acuity no poorer than 20/400 in either eye and must be correctable to 20/20 in each eye.

Color Vision: Color blindness, complete or partial, is cause for disqualification.

Asthma: Any history of asthma is also cause for disqualification

Eligibility

Each applicant for nomination must meet the following eligibility requirements as of July 1, 2010:

Age: Be at least 17 years old, but not have passed the 23rd birthday.

Citizenship: Must be a United States citizen and a legal resident of Florida.

Marital Status: Be unmarried, not pregnant, and have no legal obligation to support children or other dependents.

Essay

Please provide a **one-page** essay explaining why you want to attend the academy of your choice. It is highly recommended that you ask someone to proofread your essay for errors in spelling or grammar, sentence structure and your effectiveness in conveying your message.

Schedule

Send all required information postmarked no later than **September 30, 2009** to:

Office of Senator Mel Martinez
Attn: Military Academy Coordinator
315 East Robinson Street, Suite 475
Orlando, Florida 32801

Note: Submission to an office other than Orlando may cause significant processing delays.

September 2009 Have successfully taken the ACT/SAT test.

September 30, 2009 Application postmark deadline including all required items.

November 6, 2009 Interview for eligible applicants

November 21, 2009 Review board will meet to review eligible candidates' files, but no personal interviews.

January 31, 2010 Senator Martinez's deadline for submitting nominations to the academies.

Please Note: Graduation from a Service Academy obligates you to serve five years of active duty.

Checklist for Candidates:

- ___ Complete application packet mailed
- ___ ACT/SAT Test Scores submitted, if not included on transcript
- ___ Interview Scheduled **November 6, 2009**