



PROCEDURES GOVERNING APPLICANTS FOR NOMINATIONS TO THE SERVICE ACADEMIES

Nominations—General Information

United States Senators and Members of Congress may nominate candidates who are legal residents of their State or District for admission to the U.S. Air Force, the U.S. Merchant Marine, the U.S. Military and U.S. Naval Academies. The number of nominations which a Senator or Representative may make in a particular year depends on how many vacancies exist at the particular Academy in the quota allocated to each Senator's or Representative's office.

IT IS TO YOUR ADVANTAGE TO APPLY TO BOTH OF YOUR U.S. SENATORS AND TO YOUR U.S. REPRESENTATIVE TO MAXIMIZE CHANCES OF RECEIVING A NOMINATION.

For the class entering an Academy in 2013, Congressman Sarbanes may submit 10 nominations for each vacancy. Each Academy makes the final selection from among the nominees.

It is important to note that a Senator or Representative can only nominate candidates to be considered for admission by the Academies. Admission itself is determined by each Academy through an established admission procedure, and those nominated must meet the Academy's requirements to receive further consideration.

IF YOU APPLIED FOR A NOMINATION LAST YEAR, YOU MUST RE-APPLY THIS YEAR AND COMPLETE A NEW APPLICATION.

Basic Academy Requirements

Each Academy has certain basic qualifications that all nominees must meet to be eligible for appointment. If you have not already filed a pre-candidate questionnaire with the Academy of interest to you, we suggest that you do so by visiting the appropriate website so that you may receive complete information on Academy requirements directly from the Academy.

U.S. Air Force Academy	www.academyadmissions.com
U.S. Merchant Marine Academy	www.usmma.edu
United States Military Academy	www.westpoint.edu
United States Naval Academy	www.usna.edu/admissions

For those persons interested in the U.S. Coast Guard Academy, application is made directly to the Academy. Nominations are not required. Among the basic Academy qualifications are the following:

1. Legal resident in Maryland's Third Congressional District
2. Citizen of the United States
3. Unmarried, not pregnant and have no legal obligation to support children or other dependents
4. As of entry date, applicant must be at least 17 years of age and less than 23 years of age
5. Competitive scores on the Writing, Verbal and Mathematics portions of the Scholastic Aptitude Test (SAT)
6. High academic standing in secondary school class (generally in the upper 20%)

7. First-rate medical condition and proper physical aptitude
8. Participation and achievement in organized athletics, student government, clubs, or other extracurricular activities
9. Good moral character

Many factors --academic ability, moral character, leadership potential, physical fitness, etc. -- enter into the judgment as to which of the candidates meeting the above criteria should be nominated to the Academies. Competition is extremely keen and the objective is to identify those young citizens who are most qualified for an Academy education and subsequent military career.

Letters of Recommendation

Please have three persons who are not members of your family each submit a recommendation on your behalf. Individuals who have taught you and are familiar with your abilities should write two of the letters. It is your responsibility to obtain these letters and submit them in signed, sealed envelopes with your application packet.

Secondary School Academic Record

It is your responsibility to obtain and include an official transcript of your grades through June 2012 in your application packet.

Scholastic Aptitude Test

The service academies require applicants for admission take the Scholastic Aptitude Test (SAT) or the ACT. Since the SAT is more widely used in this area, and in order to have a uniform standard, we require that you submit official SAT scores in order to be considered for nomination. Please direct the College Board Testing Service to send the results of your test directly to my office by using SAT College Board Code Number 5637.

THE OCTOBER TEST IS THE LAST DATE THAT IS ACCEPTABLE FOR PURPOSES OF THIS APPLICATION. You should be aware that registration for the test closes several weeks prior to the test date. Your secondary school counselor can assist you in arranging to take the test. Information on the SAT may be found on www.collegeboard.com. **ACTs ARE NOT ACCEPTED.**

Affidavit of Residence

The affidavit in the Application Packet must be completed by the applicant's parent, legal guardian, or applicant if he or she is over 18 years of age and **notarized**. This satisfies the statutory requirement that nominees are legal residents of the State of Maryland and live in Maryland's 3rd Congressional District.

PLEASE REMEMBER TO NOTIFY US IF YOU HAVE A CHANGE IN ADDRESS.

Submit the application to:

Congressman John P. Sarbanes
600 Baltimore Ave., Suite 303
Towson, MD 21204

Attn: Cyndy Clausen

Questions

If you have questions or need additional information, please contact Ms. Clausen in my District Office by phone on 410-832-8890, or by email at cyndy.clausen@mail.house.gov

**CONGRESSMAN JOHN SARBANES (MD-03)
ACADEMY APPLICATION CHECKLIST—CLASS OF 2017**

THIS FORM IS TO BE COMPLETED, SIGNED, AND RETURNED WITH YOUR APPLICATION PACKET BY 5:00 p.m. ON FRIDAY, OCTOBER 26, 2012 TO THE TOWSON DISTRICT OFFICE, 600 BALTIMORE AVE., TOWSON, MD 21204. AN APPLICATION THAT IS NOT RECEIVED IN THE OFFICE BY 5:00 p.m. ON OCTOBER 26, 2012 WILL BE CONSIDERED INACTIVE AND WILL NOT RECEIVE FURTHER CONSIDERATION. (no staples please!)

My packet is complete and includes the following information:

- _____ Application form (original plus 3 copies of the form and essays)
- _____ Three letters of recommendation (All reference letters must be signed and submitted in sealed envelopes)
 - _____ Recommendation completed by _____
 - _____ Recommendation completed by _____
 - _____ Recommendation completed by _____
- _____ Official SAT scores requested (from the College Board to be sent directly to the Congressional Office using College Board Code 5637)
(Please note: This is the only item that may be submitted separately.)
- _____ High school transcript + college transcript if applicable
- _____ Recent photograph of applicant
- _____ Notarized application of residence

Signature: _____

Name: (please print) _____

Date: _____

**APPLICATION FOR SERVICE ACADEMY NOMINATION
CLASS OF 2017**
(Please type)

ATTACH PHOTOGRAPH HERE

BASIC INFORMATION

1. Name: _____
(Last) (First) (Middle) (Suffix)

2. Academies to which you are applying. Please order by preference.

_____ Air Force ___ Military ___ Merchant Marine ___ Navy

3. Permanent Address:

_____ (number & street)

_____ (city, state, zip)

_____ (county)

_____ (telephone - home)

_____ (cell phone)

_____ (email address)

4. Temporary Address (if applicable):

_____ (number & street)

_____ (city, state, zip)

_____ (county)

_____ (telephone)

_____ (dates at this address)

5. Do you currently attend an academy prep school? If so, which one?
Please give the name, address and telephone number.
6. Social Security Number: _____-_____-_____
7. Date of Birth: _____ (mm/dd/yyyy)
8. Are you a citizen of the United States of America? _____
If not, have you applied for citizenship and where are you in the process?
9. High School: _____
10. High School Address: _____ (number & street)
_____ (city, state, zip)
_____ (telephone)
11. Cumulative Grade Point Average: _____ Class Rank: ____/____
12. SAT score: Critical Reading: _____ Math: _____ Writing: _____
Test Date: _____.
13. For Students Who Have Graduated High School in 2011 or before :
- A. Are you attending college? _____Yes _____No
- B. If so, give the name and address of the college?
- C. How have your experiences since you graduated high school helped better to prepare you for admission to a service academy?

14. Have you had any high school active or reserve military experience? _____ If yes, provide details.

15. Other nominating sources to which you are applying (please list):

ACADEMICS

16. What is your strongest academic area? Why?

17. Which do you consider your weakest academic area? Why?

18. List any academic honors or prizes you have received.

19. If you are not appointed to a service academy, what are your alternate educational or career plans? Please list any colleges or universities to which you have applied.

ATHLETICS

20. List all school and community athletic activities in which you have participated. Include any personal or team achievements that demonstrate athletic or leadership potential.

SCHOOL AND COMMUNITY ACTIVITIES

21. Describe fully any other extracurricular activities, including community service, in which you have participated. Include length of involvement, positions of responsibility or leadership in which you served, and honors or recognition you received.
22. List at least three books you have read during the past year in order of significance to you. (School assigned reading excluded)
23. List any employment during the past school year or summer. Include paid and unpaid positions. Describe the job, place of employment and number of hours worked per week.
24. Describe any significant travel experiences.

25. Have you ever been arrested, placed on probation, involved in honor violations, or dismissed/suspended from school?
If so, explain below.

ESSAYS—PLEASE USE A SEPARATE PIECE OF PAPER FOR EACH ESSAY AND LIMIT EACH RESPONSE TO 500 WORDS.

1. Why do you want to attend a service academy?
2. Assuming that your career plans proceed exactly as you would hope, what do you see yourself doing in ten years in terms of personal and family-related goals?
3. Who do you see as either a historical or personal role model and why?

I certify that my answers in this application are true and are solely my own work. By signing this application, I am giving the Office of Congressman Sarbanes permission to use my name and image on his website and in press releases.

Signature

Date

Return To:

Congressman John P. Sarbanes
Attention Cyndy Clausen
600 Baltimore Ave., Suite 303
Towson, MD 21204



AFFIDAVIT OF RESIDENCE

(This affidavit must be completed and executed by your parent or legal guardian in order to establish that you meet the statutory requirement of legal residence in Maryland's Third Congressional District)

I, _____, being of lawful age and a resident of _____ in _____ County, Maryland, do on oath and under penalties of perjury, depose and say:

1. That I am the parent and entitled to the custody of, or the legal guardian of _____, a minor, who has applied to the Honorable John P. Sarbanes, Member of the United States Congress, for consideration as an appointee to the United States _____ Academy; that said _____ is my son or daughter, and in my legal custody or is my legal ward and lives with me; and that our legal residence is _____. **(Applicants 18 and over may omit this)**

2. That I have resided at said _____ for _____ years, and although I may from time to time have sojourned in other parts, it has always been and still is my continuous, firm and unwavering intention to return to said _____, and to reside there permanently.

That in evidence thereof, I depose and say that:

- a. My domicile is at _____
- b. I have paid real estate taxes to _____ County, Maryland, during the following years: _____
- c. I am registered as a voter in _____ County, Maryland, and have voted in primary and or general elections in said city/county in the following years: _____.

(Signature of Parent, Guardian, or Applicant if 18 or over)

Subscribed and sworn to before me this _____ day of _____, 2012

(Notary Public)