

APPLICATION FOR NOMINATION TO THE U. S. SERVICE ACADEMIES

If you are interested in a nomination to a U.S. Service Academy for the class of 2017, are a resident of the 2nd Congressional District of Indiana (according to current district lines), and are a U.S. Citizen, please complete this application. The application and all necessary attachments must be received by the Congressman's District Office in South Bend no later than Wednesday, October 31, 2012.

Send your completed application to:

U.S. Representative Joe Donnelly
Attn: Academy Nominations
207 West Colfax Avenue
South Bend, Indiana 46601
Phone: 574-288-2780
Fax: 574-288-2825

Please type or print clearly in ink

Rank your academy choices from 1 through 4 (1 being your first choice). If you are not interested in an academy, do not give it a ranking. While you can receive nominations to more than one Academy, this ranking is important for our purposes, so please give careful consideration to your first choice of an academy.

Military ___ **Navy** ___ **Air Force** ___ **Merchant Marines** ___

PERSONAL INFORMATION

NAME

ADDRESS

CITY

ZIP CODE

PHONE

FAX

*E-MAIL ADDRESS

SOCIAL SECURITY NUMBER

DATE OF BIRTH

NAME OF HIGH SCHOOL

GRADUATION DATE

HIGH SCHOOL ADDRESS

PHONE NUMBER

NAME OF SCHOOL GUIDANCE COUNSELOR

PHONE NUMBER

MOTHER'S NAME

ADDRESS CITY, STATE, ZIP PHONE NUMBER (IF DIFFERENT THAN APPLICANT)

FATHER'S NAME

ADDRESS CITY, STATE, ZIP PHONE NUMBER (IF DIFFERENT THAN APPLICANT)

***Please provide an email address that is checked regularly and please monitor all spam filters. VERY IMPORTANT correspondence regarding the nomination process will be sent by email.**

Have you requested a nomination from any other source(s)?

Yes _____ No _____

If yes, which source(s)? _____

Are you employed after school? _____

During the summer? _____

If so, where and how many hours per week? _____

Do you want any of your information shared with the ROTC programs offered by the branches of the armed forces?

Yes _____ No _____

Extracurricular Activities

(Attach additional sheets if necessary)

<u>Activity</u>	<u>Years</u>	<u>Offices/Positions Held/Accomplishments</u>	<u>Awards</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Athletics Participation

(Attach additional sheets if necessary)

<u>Sport</u>	<u>Years</u>	<u># of Varsity Letters</u>	<u>Awards/Leadership</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Academics

1. **High school transcript:** you or your high school need to submit an official copy of your transcript.

2. _____
 GPA **Class Rank** **Out Of** **Percentile**

N.B. If your school does not use GPA, or if it does not rank its students, please mention this above. Please note that the school must still submit an official transcript showing every course & grade received during high school.

3. **College Board test scores:** an original copy of either the ACT or SAT scores must be submitted as proof of score. If you have taken both tests, you may submit one or both. It is solely your responsibility to submit test scores. Photocopies and printouts are not accepted, though you may send originals and upon request we will copy them and return the originals to you.

Personal Motivation Essay

On a separate page, please answer the following question using a minimum of 150 and maximum of 300 words. Please respect these word limit guidelines.

Why do you want to pursue a career as an officer in the armed forces and how will you contribute to their success? Briefly relate the story of one success you have achieved that is relevant to and/or illustrative of your interest in a career as an officer.

Letters of Recommendation

Please ask three, and only three, people to submit letters of recommendation on your behalf to the district office. Please choose recommenders that you believe can best speak to those qualities of yours that are most relevant to a career as an officer in our Nation’s armed forces.

Current Photo

Please provide a current photograph of yourself for inclusion with your application.

Confirmation of Understanding

I have read the information sheet explaining nomination procedures and am familiar with the requirements. If I have not submitted all the necessary data by October 31 deadline, I understand fully that I may not be considered for a nomination.

SIGNATURE

DATE

INFORMATION SHEET

Basic Academy Eligibility Requirements

To be eligible for an appointment from Congressman Joe Donnelly to a U.S. Academy, you must meet the following basic requirements:

Age: Must be at least 17 years of age but have not passed your 23rd birthday on July 1st of the year you plan to enroll. The age limit for the Merchant Marine Academy is 25.

Citizenship: Must be a U.S. Citizen.

Residency: Must be legally domiciled in Indiana's 2nd Congressional District. Please ensure that you or your parents are permanent residents of the 2nd by going to House of Representatives website www.house.gov and using their Write Rep feature.

Character: Must have good moral character.

Marital Status: Must be unmarried, never have been married, and have no dependents.

Academic: Academic standards vary for each academy. Please contact the individual academy for their academic requirements.

Medical: Medical standards vary for each academy. Please contact the individual academy for their medical standards.

Applications for service academy nominations will be reviewed by Congressman Donnelly's Academy Nominations Committee, which is comprised mostly of former officers, many of whom are academy graduates themselves. The Committee will then interview the candidates, and based upon their review and the interviews, will recommend to the Congressman up to ten candidates for each academy vacancy. Congressman Donnelly uses the competitive method of nomination, whereby each candidate who receives a nomination is on an equal playing field, with no ranking or preference. The academy then evaluates the candidates and offers an appointment to the one who they assess as the best-suited. The academy may offer appointments to multiple nominees from each district.

Please be sure that all contact information provided is accurate and is checked regularly for messages. Most correspondence regarding deadlines, interviews, and requirements will be done via email. Please check your email regularly, including spam filters, to be sure you receive all messages from the office. **Please respond to all emails and phone calls within the deadlines specified.** Congressman Donnelly's office cannot be responsible for emails that you do not see or respond to. If you have any questions or concerns, it is best to **CALL the South Bend District Office at (574)288-2780.** Congressman Donnelly's office does not recommend that you use the email via his website to communicate on matters related to the academy nominations.

Academy Checklist

Please make sure that the following items are received by U.S. Representative Joe Donnelly's South Bend office no later than October 31.

- _____ Application for nomination to Academy
- _____ Three letters of recommendation
- _____ Original ACT and/or SAT scores
- _____ Official High school transcript
(Transcript must include your GPA and class rank, if available)
- _____ Personal motivation essay
- _____ Current photo

Note: These application materials can be submitted altogether or piecemeal, so long as every requirement component is received at the South Bend District Office by the deadline of October 31, 2012.

DO NOT WRITE IN THIS SPACE. FOR OFFICE USE ONLY

Application & Essay received:

Current photo received:

SAT/ACT scores received:

High School transcript received:

Three letters of recommendation received:
