

**OFFICE OF U.S. SENATOR CHARLES E. SCHUMER
ACADEMY APPLICATION FORM 2012/2013
PAGE 2**

GRADE POINT AVERAGE: _____ **AS OF (DATE)** ____/____/____

SAT SCORES: READING _____ MATH _____ WRITING _____ **DATE** ____/____/____

ACT COMPOSITE: _____ **DATE** ____/____/____

I HAVE NOT TAKEN THE TESTS BUT PLAN TO ON THE DATE(S) INDICATED BELOW:

SAT: DATE ____/____/____ **ACT:** DATE ____/____/____

EXTRA-CURRICULAR ACTIVITIES: (OTHER THAN ATHLETIC PARTICIPATION)

1. _____ 5. _____

2. _____ 6. _____

3. _____ 7. _____

4. _____ 8. _____

ATHLETIC PARTICIPATION: (PLEASE LIST OR INCLUDE SEPARATE SHEET)

1. _____ 5. _____

2. _____ 6. _____

3. _____ 7. _____

4. _____ 8. _____

APPLICANT SIGNATURE

_____/_____/_____
DATE SIGNED

OFFICE OF U.S. SENATOR CHARLES E. SCHUMER
ACADEMY APPLICATION *REQUIRED ITEMS*

PLEASE READ CAREFULLY AND DO NOT DISCARD

The following material ideally should be included with your completed application package. We are aware that some schools and teachers may prefer to forward items 2 and 6 directly to our office. Please Arrange the requested documents in the order they are listed below.

1. **COMPLETED APPLICATION FORM**
2. **HIGH SCHOOL TRANSCRIPT** including courses currently in progress. College transcript if applicable and if available at the time of submission.
3. **SAT/ACT SCORES** It is preferable that a copy of your score be included with your completed packet. Unofficial copies are acceptable. If you wish to have the scores sent directly to Senator Schumer's office, the codes are as follows: SAT: 2202 and ACT: 7163.
4. **ESSAY** (Optional) You may submit along with your application, a short essay which describes yourself, an interesting experience, or any unusual circumstances surrounding your application. Please limit the essay to a maximum of 200 words.
5. **PHOTO** (Optional) A wallet sized photo, stapled onto the application in the space designated. Please put your name on the back of the photo.
6. **LETTERS OF RECOMMENDATION** Each applicant must submit **THREE** recommendations. (No more than three, please) Recommendations from people such as your school principal, teachers, a supervisor of extracurricular activity (for example a coach or scout leader) or community leader are appropriate. Letters should highlight leadership qualities, personality traits, ability to work with others, ability to work under pressure, etc..
7. **COMPLETED PACKETS SHOULD BE SENT BY MAIL OR PRIVATE COURIER TO:**

U.S. SENATOR CHARLES E. SCHUMER
780 THIRD AVENUE, SUITE 23-01
NEW YORK, NY 10017

COMPLETED APPLICATIONS MUST REACH OUR OFFICE NO LATER
THAN NOVEMBER 1,2012

OFFICE OF U.S. SENATOR CHARLES E. SCHUMER
ACADEMY APPLICATION *FREQUENTLY ASKED QUESTIONS*

Please read carefully and DO NOT discard. If your school is sending out your packet for you, please show this paper to your guidance counselor.

HOW MANY ACADEMIES CAN I APPLY TO THROUGH SENATOR SCHUMER'S OFFICE?

Because of the large number of applications we receive, you may only be considered for ONE academy. This will afford an opportunity to a greater number of individuals in New York State who are seeking a nomination.

DO I NEED TO CONTACT THE ACADEMY, OR IS THE APPLICATION TO SENATOR SCHUMER'S OFFICE ALL I NEED TO DO?

Make sure you contact the academy of your choice and request a catalog and other material regarding admission requirements. Each academy has its own application, which must be filled out by prospective candidates. *BE SURE TO CHECK AGE, HEIGHT and CITIZENSHIP REQUIREMENTS.*

IN WHAT ORDER TO I SUBMIT THE REQUIRED PAPERWORK?

Arrange your packet so that the Two Page application is on top. This should be followed by transcripts, score reports, and lastly, essay and recommendation letters.

HOW DO I MAKE SURE THAT ALL ELEMENTS OF MY COMPLETED APPLICATION STAY TOGETHER?

Please note – We receive hundreds of applications. It is therefore important that your entire packet be secured with a strong fastener so that all materials stay together. A paper clip is NOT a strong fastener. DON'T USE PAPER CLIPS. Heavy duty staples are preferred, but binder clips or pocket folders are also acceptable. Please don't laminate your application or place in loose leaf binder or plastic sleeve.

SHOULD I MAKE COPIES OF WHAT I SUBMIT?

Keep copies of ALL paperwork including your completed application form JUST IN CASE. Ask the people who were nice enough to write letters of recommendation on your behalf to keep copies JUST IN CASE.

WHERE SHOULD I SEND MY PACKET?

Do NOT send to Senator Schumer's Washington office. DO NOT send to any of the Senator's offices other than the New York City office. Sending to offices other than New York City will unnecessarily delay receipt of your application. Faxed or emailed copies will NOT be accepted. Completed packets must be received at the address listed below no later than **NOVEMBER 1, 2012**. The address is:

U.S. Senator Charles E. Schumer
780 Third Avenue, Suite 23-01
New York, NY 10017

SHOULD I CALL TO SEE IF THE SENATOR'S OFFICE RECEIVED MY PACKET?

When you mail your packet, request a return receipt, proof of delivery from your delivery service so that you DO NOT have to call us to determine whether your package arrives.