

U.S. SERVICE ACADEMY NOMINATIONS

The United States Military Service Academies are among the most highly respected, quality educational programs in the nation. To be admitted to an academy, you must meet stringent academic, physical and medical requirements specified by public law. As a cadet/plebe at the academy, you will be provided a fully-funded four-year college education. By law, graduates of service academies appointed as commissioned officers in the respective service are required to serve at least five years active duty. For the United States Merchant Marine Academy, the obligation will be with the U.S. Naval Reserves.

I. General Guidelines

Each candidate must:

- Be at least 17 years old, but have not passed their 23rd Birthday (25 years for U.S. Merchant Marine Academy);
- Be a citizen of the United States;
- Be unmarried, not pregnant or have any legal obligation to support children or dependents;
- Be a legal resident of the 1st Congressional District.

In addition to statutory requirements, each academy has established academic, physical, and leadership requirements for admission. Candidates for appointment to each academy must

- Demonstrate comprehensive academic preparation,
- Demonstrate leadership in athletics and other extracurricular activities;
- Take the SAT, or the ACT Assessment (ACT);
- Be in good physical and mental health;
- Pass a comprehensive medical examination; and
- Pass a physical aptitude examination.

II. Communication with the Academies

The academies will start your candidate file when you complete the Pre-Candidate Questionnaire. The questionnaire can be completed electronically and can be found at the websites of each academy. This ideally should be done the SPRING of your junior year in high school.

After you complete the questionnaire, and are considered a competitive candidate, you will receive additional forms to complete from the academy in the mail.

The admissions office of each academy also coordinates a nationwide network of trained Academy Liaison Officers. Once you have made initial contact with the academies, you will be able to receive assistance and guidance throughout your admissions process.

III. Academy Admissions Office Addresses

Three reside within the Department of Defense

U.S. Military Academy

West Point Admissions
Building 606
West Point, NY 10996
Phone: (845) 938-4041
Website: www.usma.edu

U.S. Airforce Academy

The Director of Admissions
Colorado Springs, CO 80840
Phone: (800) 443-9266
Website: www.usafa.edu

U.S. Naval Academy

U.S. Naval Academy Admissions
52 King George Street
Annapolis, MD 21402
Phone: (410) 293-4361
Website: www.usna.edu

The Department of Transportation

U.S. Merchant Marine Academy

300 Steamboat Road
Kings Point, NY 11024-1699
Phone: (516) 733-5391
Website: www.usmma.edu

The Department of Homeland Security

U.S. Coast Guard Academy

31 Mohegan Avenue
New London, CT 06320
Phone: (800) 444-8500
Website: www.cga.edu

NOTE: The U.S. Coast Guard Academy does not require a congressional nomination. Appointments are considered solely on the basis of an annual nationwide competition.

Reserve Officer Training Corps

Army: www.goarmy.com/rotc

Air Force: www.afrotc.com/scholarships

Navy: www.nrotc.navy.mil/scholarships

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IV. Academic Qualifications

My office follows the academic requirements set forth by the academies when making a nomination. Certain requirements are specified by current public law; however, the academies look at the “whole person” when considering admission. Character, leadership, physical aptitude, medical fitness, goals and motivation are key components of a favorable evaluation for admission.

The following are **recommended** areas of preparation and academic requirements:

College Preparatory Studies

Four Years: English, Mathematics (includes: Algebra, Trigonometry and Geometry)

Three Years: Social Science (includes: History, Economics and Government)

Two Years: Laboratory Science (includes: Biology, Physics and Chemistry)

Two Years: Foreign Language (Preferred)

Class Rank and Class Percentage

Nominees must be in the top 40% of their class. However, the most successful candidates are in the top 10-20% of their class. I do recognize that some high schools do not rank students.

Standardized Testing

Although the academies do not establish minimums, candidates who score below the following will normally not be competitive:

Military, Naval and Air Force

SAT 560 Verbal, 600 Math

Merchant Marine

SAT 500 Verbal, 550 Math

Military, Naval, Air Force and Merchant Marine

ACT 22 Reading, 24 Math

V. Extracurricular Activities and Leadership

Participation and achievement in organized athletics, student body and class government, clubs and class extracurricular activities, scouting, ROTC, Boys/Girls state, church or other community-related activities demonstrate evidence of leadership potential. The greater level of involvement/leadership, the more points are awarded in your overall admissions evaluation with the academy.

The service academies consider it more valuable to achieve distinction in a specific activity, rather than participation in a number of activities without any evidence of leadership.

If you have a part-time job that affects your level of involvement in school activities, the academies view your work experience as a demonstration of your leadership potential.

VI. Department of Defense Medical

Examination Review Board (DODMERB)

All Academies require you pass a Department of Defense Medical Examination Review Board (DODMERB). The academy to which you apply will initiate the scheduling of an examination with the Department of Defense. Once taken, the examination may be used for all service academies. **A service academy medical examination must be passed before a candidate can receive an appointment.** 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.
- **Color Vision:** Color blindness, complete or partial, can be cause for disqualification
- **Asthma:** Any history of asthma may also cause for disqualification

The Department of Defense Medical Examination Review Board (DODMERB)

8304 Edgerton Drive, Suite 132

U.S.A.F. Academy, CO 80840-2200

(800) 841-2706 (scheduling)

(719) 333-3562 (status)

Website: <https://dodmerb.tricare.osd.mil/>

U.S. Service Academy Nominations

VII. Service Obligation

Graduation from a United States Service Academy obligates you to serve five (5) years of Active Duty Service.

The United States Merchant Marine Academy requires service within the Maritime industry and a obligation with the U.S. Navy Reserve.

Congressional Nomination

It is a tremendous honor to receive a Congressional nomination and appointment to a military academy. Only the brightest of America's youth are offered a chance to attend one of these historical institutions. An appointment comes with great responsibility as you would be among our nation's military leaders, defending our freedoms around the world.

A Congressional Nomination is Required to gain an appointment to the Naval Academy, Air Force Academy, Military Academy at West Point, or the Merchant Marine Academy. A Congressional Nomination is **NOT** required to attend the U.S. Coast Guard Academy. All applicants interested in the U.S. Coast Guard Academy must contact it directly by mail or online. Those interested in serving in the Marine Corps should apply to the Naval Academy to take the Marine Corps Option or the Merchant Marine Academy.

While you **Must** have a Nomination for an Appointment, **A Nomination Does NOT Guarantee An Appointment.**

The Academy will make the final decision on each candidate based on the academy's own standards. An elected official may nominate you, but only an academy may appoint you. You are encouraged to apply to as many nominating authorities as possible. Candidates may begin applying to the Academies on April 1st of their junior year of high school. It is suggested that you start the process early to make sure you complete the requirements before established Deadlines.

Nominations are based on a composite of academic achievement, leadership, extracurricular activities, physical fitness, a personal statement and 3 letters of recommendation.

I. Nomination Procedures

Each applicant must meet the eligibility requirements highlighted in the Academy Requirements section of this packet as well as complete a nomination file with Congressman Brian Fitzpatrick's District Office NLT **October 6, 2023** by 5:00PM.

A nomination file consists of the following items:

- Congressman Fitzpatrick's Application
- Personal Profile Sheet
- High School and/or College Transcripts
 - Class Rank and Percentage **REQUIRED**
- ACT/SAT Official Scores
- Essay
- 3 Letters of Recommendation
- Current Resume
- Most Recent Photograph of Yourself (2 passport-sized copies)

II. Application

Please complete the application included in the packet and return it and all related materials to:

Congressman Brian Fitzpatrick
ATTN: Peter Chong
1717 Langhorne Newtown Road,
Suite 225
Langhorne, PA 19047

*Be sure your entire packet of information arrives on or before 6 October 2023.

III. High School/College Transcript

A transcript is a listing of all the high school and college-level courses you have taken and the grades you received in those classes. In some instances, it may also include absences or disciplinary action, etc. You may obtain a transcript by asking your high school guidance counselor for a copy. If you are in college, you may ask for a copy of your college transcript in the registrar's office. In that case, you will need to submit a high school transcript in addition to your college transcript.

CLASS RANK AND PERCENTAGE MUST BE ON THE TRANSCRIPTS

U.S. Service Academy Nominations

IV. ACT/SAT

You are not required to take one exam over the other and you may submit scores from both tests. Your ACT/SAT decision may be determined by which school you plan to apply for admission. The Academy Selection Board will accept your best overall composite if you take a test more than once. Historically, the best candidates have taken the test multiple times. You must submit an official copy of these scores.

- ACT CODE: 7635
- SAT CODE: 2362

V. PERSONAL ESSAY

No more than 1,500 Word Essay in **APA Format** Explaining the Following:

- Why do YOU want to attend a Service Academy?
- What does "Service" mean to you?
- Find a quote about **leadership**, write what it means to you, and explain how it affects your ability to lead others.
- When you are under stress, what do you do to handle the situation?

Please be advised your submissions will be closely scrutinized by our internal selection board. To that end, please be sure to carefully review, revise, and edit your application materials, especially your essays, knowing that they will be carefully evaluated.

VI. Letters of Recommendation

Three letters of recommendation from the following individuals are required for a complete application:

- One from a **Math or Science teacher**
- One from an **English teacher**
- One from a **coach, clergy-member, employer/supervisor, or other individual** with firsthand knowledge of your leadership and interpersonal skills

Please do **NOT** ask immediate family members such as parents, siblings or grandparents.

Ask your references to define your qualities, describe an example of how you demonstrated great character or judgement, and why they think you should receive a nomination to a service academy.

Please ask your references to mail or scan the letters (SIGNED) directly to:

Congressman Brian Fitzpatrick
ATTN: Peter Chong
1717 Langhorne Newtown Road,
Suite 225,
Langhorne, PA 19047

These letters must also arrive in my district office on or before the 6 October 2023 deadline or they will not be accepted. It is your responsibility to make sure your references mail the letters on time. Out of courtesy to your references and consideration for their time, get started early to ensure that your letters of recommendation arrive on time and in good order.

VII. Resume

The resume should be an account of the candidate's education, awards, volunteer service, and work experience. The resume should be no more than one page and should provide the board with an overview of the candidate's qualifications. You are applying for a nomination. The resume is your opportunity to show that you are a qualified candidate.

VIII. Personal Interview

In November, after your file is complete, the Congressman's Service Academy Liaison from the District Office will contact you to arrange a 15-30 minute interview with the Academy Selection Board. This board is comprised of several community leaders from across the Eighth Congressional District who will advise Congressman Fitzpatrick on his nominations and offer their recommendations to him. In some cases, it is understood that you may need to miss school to attend this interview. Please let your guidance counselor know that you must interview for a military academy nomination as a requirement for nomination to a military academy and that you need an excused absence. Please contact the Congressional District Office if you encounter any problems.

U.S. Service Academy Nominations

IX. Timeline for 2023-2024

The following is an approximate timeline of a standard nomination and appointment process. The deadlines are subject to extenuating circumstances – they are not fixed or concrete.

8 May: Application Season Opens.

6 October: Application Packet Deadline

15 November: Receive Interview Appointment

2 December: Interview with Academy Selection Board

31 December: Nominations Announced by Mail with RSVP for Formal Invitation to Ceremony

26 January: Formal Presentations of Nominations

1 January – 1 May: Academies decisions on appointment

X. Questions:

Will I automatically be selected by the academy after I receive a nomination?

No. You will be placed among a select group of nominees, and the academy of your choice will make the final decision. If selected, you will receive an offer of admission (**an appointment**) directly from the academy. A nomination does not mean you will receive an appointment by the academy.

What if I choose more than one academy? Will I be limited to a single nomination?

No. You can be nominated to multiple academies depending on how well you have competed among this year's pool of candidates. It is also possible to receive multiple appointments.

All other questions should be directed to the Director of Service Academy Nominations Peter Chong at the District Office. You can reach him at (215) 579-8102, or via email at PA01ServiceAcademy@mail.house.gov.

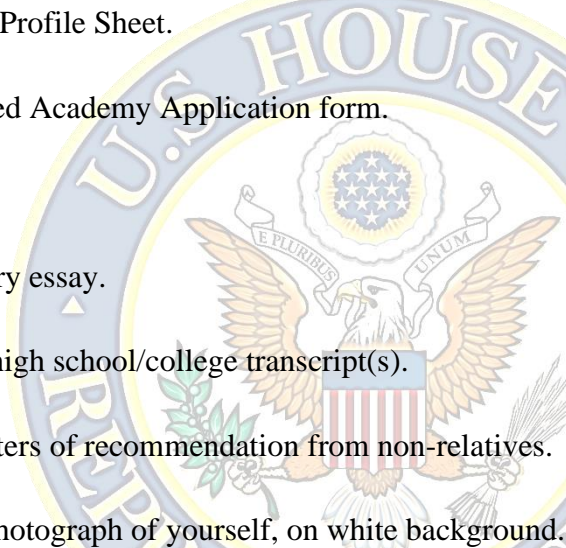
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Congressman Brian Fitzpatrick

United States House of Representatives
Pennsylvania's 1st District

Service Academy Checklist

***** Be sure to open applications directly with your desired service academies before proceeding through our process. *****

- 
- Personal Profile Sheet.
 - Completed Academy Application form.
 - Resume.
 - Mandatory essay.
 - Official high school/college transcript(s).
 - Three letters of recommendation from non-relatives.
 - Recent photograph of yourself, on white background.

Please be aware that Representative Fitzpatrick's office must be in possession of all components on this checklist above **no later than 5:00 p.m. on Friday, October 6, 2023.**

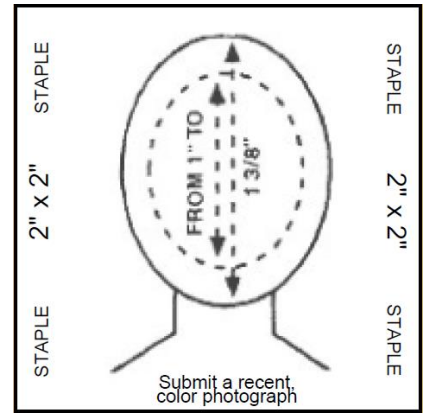
Did you complete your medical assessment? _____

Have you completed your candidate fitness assessment? _____

Signature: _____ Date: _____

UNITED STATES HOUSE OF REPRESENTATIVES
 CONGRESSMAN BRIAN FITZPATRICK
 271 CANNON HOUSE OFFICE BUILDING
 WASHINGTON, DC 20515
 (O) 202.225.4276

CONGRESSMAN BRIAN FITZPATRICK
 ATTN: PETER CHONG – SERVICE ACADEMY
 1717 LANGHORNE NEWTOWN RD.
 SUITE 225
 LANGHORNE, PA 19047
 (O) 215.579.8102
 (F) 215.579.8109



U.S. MILITARY SERVICE ACADEMY CANDIDATE CONGRESSIONAL NOMINATION FILE

FOR CONSIDERATION AND NOMINATION FOR THE U.S. MILITARY SERVICE ACADEMIES:

WEST POINT	NAVAL	AIR FORCE	MERCHANT MARINE
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If applying to more than one Academy, please INDICATE your PREFERENCE by ORDER OF NUMBER

COAST GUARD	ARMY ROTC	NAVY ROTC	AIR FORCE ROTC
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Check any of the boxes if applying to these programs along with the Service Academies

PERSONAL INFORMATION:		
FULL LEGAL NAME: (LAST, FIRST, FULL MIDDLE)	DATE OF BIRTH:	SEX:
HOME ADDRESS:		
CITY, STATE, ZIP:		
BEST PHONE NUMBER:	SOCIAL SECURITY NUMBER:	
BEST E-MAIL (NOT SCHOOL):		
FATHER NAME: (LAST, FIRST, FULL MIDDLE)		
OCCUPATION:	COMPANY:	
MOTHER NAME: (LAST, FIRST, FULL MIDDLE)		
OCCUPATION:	COMPANY:	
PLACE OF BIRTH: (CITY, STATE, *COUNTRY IF NOT UNITED STATES*)		
WILL YOU BE A U.S. CITIZEN AT TIME OF ENROLLMENT?		
ARE YOU A RESIDENT OF PENNSYLVANIA 1ST CONGRESSIONAL DISTRICT?		

I DECLARE THAT THE INFORMATION PROVIDED AND ANY ATTACHED DOCUMENTS AS NECESSARY IS TRUE, CORRECT AND COMPLETE TO THE BEST OF MY KNOWLEDGE AND BELIEF

PARENT'S MILITARY EXPERIENCE:		
FATHER	BRANCH	RANK
	MOS DESIGNATOR AFSC RATING	DATE DISCHARGED CURRENT
	SERVICE ACADEMY (IF ATTENDED)	YEAR OF GRADUATION
MOTHER	BRANCH	RANK
	MOS DESIGNATOR AFSC RATING	DATE DISCHARGED CURRENT
	SERVICE ACADEMY (IF ATTENDED)	YEAR OF GRADUATION

SERVICE ACADEMY PARTICIPATION:

HAVE YOU VISITED ANY OF THE SERVICE ACADEMIES AND/OR PARTICIPATED IN ANY SUMMER SEMINARS	9	10	11	12	College Yr.
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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MILITARY SERVICE/EXPERIENCE (INCLUDING JROTC/ CIVIL AIR PATROL):

BRANCH	POSITION RANK	DATE ENTERED	DATE ENDED CURRENT
			<input type="checkbox"/>
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			<input type="checkbox"/>

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U.S. MILITARY SERVICE ACADEMY INFORMATION: Please Answer this Section if it Pertains to Applicant

HAVE YOU APPLIED FOR A NOMINATION IN PREVIOUS YEAR(S)?

CHECK THE APPLICABLE

WEST POINT	2020 <input type="checkbox"/>	2021 <input type="checkbox"/>	2022 <input type="checkbox"/>
NAVAL	2020 <input type="checkbox"/>	2021 <input type="checkbox"/>	2022 <input type="checkbox"/>
AIR FORCE	2020 <input type="checkbox"/>	2021 <input type="checkbox"/>	2022 <input type="checkbox"/>
MERCHANT MARINE	2020 <input type="checkbox"/>	2021 <input type="checkbox"/>	2022 <input type="checkbox"/>
COAST GUARD	2020 <input type="checkbox"/>	2021 <input type="checkbox"/>	2022 <input type="checkbox"/>

HAVE YOU BEEN CONTACTED DIRECTLY BY ANY OF THE SERVICE ACADEMIES ADMISSIONS OFFICE?

CHECK THE APPLICABLE THEN SPECIFY WHAT SPORT/ACADEMIC

WEST POINT <input type="checkbox"/>	SPORT <input type="checkbox"/>	ACADEMIC <input type="checkbox"/>	
NAVAL <input type="checkbox"/>	SPORT <input type="checkbox"/>	ACADEMIC <input type="checkbox"/>	
AIR FORCE <input type="checkbox"/>	SPORT <input type="checkbox"/>	ACADEMIC <input type="checkbox"/>	
MERCHANT MARINE <input type="checkbox"/>	SPORT <input type="checkbox"/>	ACADEMIC <input type="checkbox"/>	
COAST GUARD <input type="checkbox"/>	SPORT <input type="checkbox"/>	ACADEMIC <input type="checkbox"/>	

**PLEASE LIST ALL REFERENCES OR LETTERS OF RECOMMENDERS:
(WE WILL ONLY USE THREE of the LORs)**

NAME	POSITION	EMAIL ADDRESS	PHONE NUMBER

FOREIGN LANGUAGE PROFICIENCY

LANGUAGE	READ (Advanced Intermediate Beginner)	WRITE (Advanced Intermediate Beginner)	LISTEN (Advanced Intermediate Beginner)

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HIGH SCHOOL/COLLEGE ACADEMIC DATA (MUST BE AN OFFICIAL COPY)	
NAME OF HIGH SCHOOL:	GPA:
CURRENTLY ATTENDING: Y / N	DATE OF GRADUATION:
SCHOOL ADDRESS:	
CITY, STATE, ZIP:	
SCHOOL PRINCIPAL NAME:	
SCHOOL PRIMARY COUNSELOR NAME:	
SCHOOL POINT OF CONTACT PHONE NUMBER:	
CLASS RANK: OF	
CLASS PERCENTAGE (TOP % OF CLASS):	
NAME OF COLLEGE (IF APPLICABLE):	GPA:
CURRENTLY ATTENDING: Y / N	DATE OF GRADUATION:
SCHOOL ADDRESS:	
CITY, STATE, ZIP:	
SCHOOL POINT OF CONTACT NAME:	
SCHOOL POINT OF CONTACT PHONE NUMBER:	
MAJOR:	
YEARS ATTENDED:	HOURS COMPLETED:

**ACADEMIC OVERVIEW: Please note Congressman Fitzpatrick's SAT CODE: 2362 and ACT CODE: 7635
(Highest scores will be taken into consideration for each section if multiple tests taken)**

SAT			
DATE(s) TAKEN			
MATH:			
EVIDENCE-BASED READING & WRITING:			
COMPOSITION:			
TOTAL SCORE:			
ACT			
DATE(s) TAKEN			
ENGLISH			
MATH			
READING			
SCIENCE			
WRITING			
TOTAL SCORE:			

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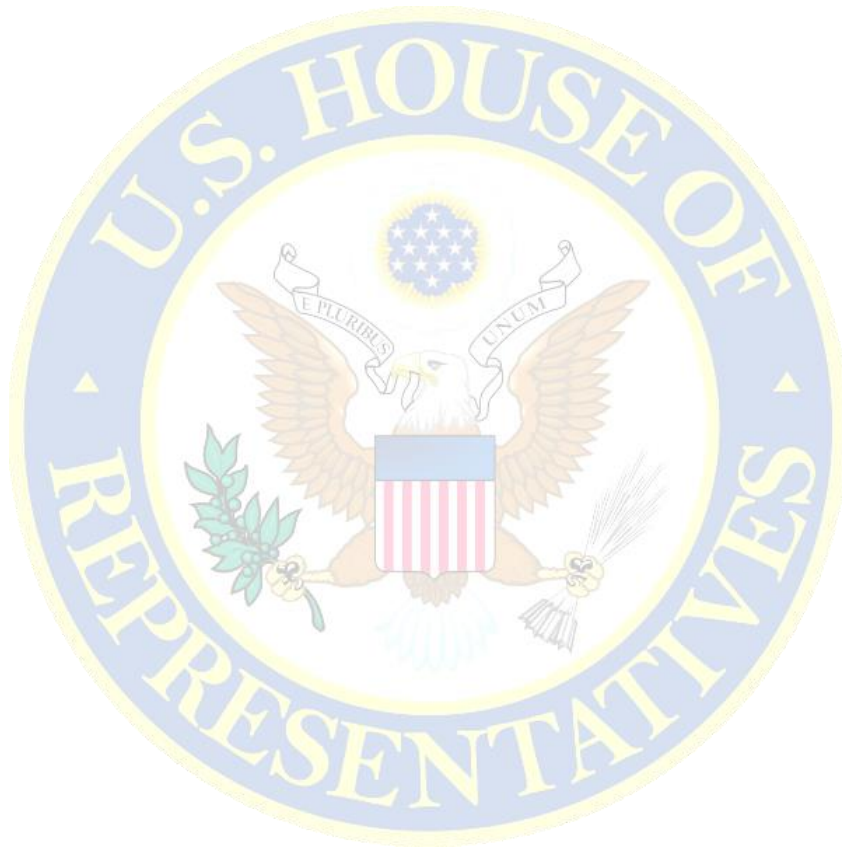
ATHLETIC RECORD:					
LIST ALL SPORTS AND WHICH GRADES YOU PARTICIPATED Participated, Junior Varsity, Varsity, Captain (P, JV, V, CPT) <i>*LIST ANY ACHIEVEMENTS OR AWARDS – List in Resume for Details*</i>	9	10	11	12	College Yr.
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SCHOOL ACTIVITIES:					
LIST ALL CLUBS AND WHICH GRADES YOU PARTICIPATED Participated, Leader (P, LDR) <i>*LIST ANY ACHIEVEMENTS OR AWARDS – List in Resume for Details*</i>	9	10	11	12	College Yr.
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COMMUNITY ACTIVITIES:					
LIST CIVIC AND COMMUNITY ACTIVITIES, LIST HONORS AND LEADERSHIP **AS WELL AS GRADES YOU PARTICIPATED**	9	10	11	12	College Yr.
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I DECLARE THAT THE INFORMATION PROVIDED AND ANY ATTACHED DOCUMENTS AS NECESSARY IS TRUE, CORRECT AND COMPLETE TO THE BEST OF MY KNOWLEDGE AND BELIEF



Brian K. Fitzpatrick
 1st District of Pennsylvania
Congress of the United States
 House of Representatives
 Washington, D.C. 20513-3808

Privacy Act of 1974: The submission of the requested information constitutes authorization for review of this information by Representative Brian Fitzpatrick, his staff, his Service Academy Review Board, the Academy Admission Office, and the media. In the event that this office finds it necessary to make inquiries on your behalf concerning your nomination, it is crucial that you have given permission for such in queries to be made. In addition, if nominated, your name may be included in future press releases.

Under the Privacy Act of 1974, written permission of the individual whose records will be disclosed by the Federal Government is required. This law was written to protect every American citizen from unauthorized disclosure of personal information without proper consent.

I have read the Privacy Act Statement. The information provided in this application is true and correct to the best of my knowledge. I understand that in addition to this application, I am also required to submit all the items on the application check-list. I further understand that Representative Fitzpatrick’s Office must be in receipt of all application materials **no later than 5:00 p.m., Friday October 6, 2023.**

Name (Please Print): _____

Social Security Number (Last 4): _____

Signature: _____

Date: _____



I DECLARE THAT THE INFORMATION PROVIDED AND ANY ATTACHED DOCUMENTS AS NECESSARY IS TRUE, CORRECT AND COMPLETE TO THE BEST OF MY KNOWLEDGE AND BELIEF