GUIDELINES FOR NOMINATION TO U.S. SERVICE ACADEMIES

TIMELINE
May-October
Open pre-candidate file with the academies of your choice Ongoing Complete application with academies of your choice Receive information from academy to schedule medical exam with DoDMERB (Department of Defense Medical Review Board)

October 21, 2022 Deadline to submit completed application to the Madison office of Congressman Pocan

November 2022 Interview Day with Selection Committee
December 2022 Notification to those receiving nominations
January-June 2022 Await acceptance by service academy

APPLICATION FORM
This form must be completed accurately and signed by the applicant. He or she should attach a recent wallet-size photograph. Please note that it is the responsibility of the candidate to also apply with each academy to which they are seeking a nomination.

ADDITIONAL APPLICATION MATERIALS

ESSAY QUESTIONS Each candidate must submit written answers to the following 2 questions. Answers must be double spaced and written in 12 point font.
• Why would you like to attend a service academy? (200 word maximum)
• What is your proudest accomplishment from high school/college? Why? (200 word maximum)

LETTERS OF RECOMMENDATION Candidates must submit three letters of recommendation (may not be from a relative). Possible letter writers include coaches, employers, teachers, guidance counselors or school principals. These individuals should send their letters to the applicant and be included in the application packet sent to the Congressman.

ACADEMIC TRANSCRIPT AND STANDARDIZED TEST SCORES A copy of the applicant’s high school transcript must be provided (may be official or unofficial). Candidates who have graduated from high school should send a college transcript and a current class schedule in addition to their high school transcript. Candidates should also include either their SAT or ACT scores (may be official or unofficial).

RESUME
Include your one page resume. Here you may include any honors and awards received, or any other information you feel is pertinent to your application. Your resume should be no longer than one page.

The deadline for completed application packets Friday, October 21st at 5:00pm. Please mail the completed application, including all required attachments and recommendations to:

Congressman Mark Pocan
ATTN: Kimberly Hernandez
10 East Doty Street, Room 405
Madison, WI 53703
PERSONAL INFORMATION
Full Legal Name___________________________________________________________
Last 4 digits of Social Security #_______________________________
Permanent Address_______________________________________________________
City_________________ State_____ 9 digit Zip Code___________________________
Email Address____________________________________________________________
Cell Phone ____________________________
Home Phone __________________________ Are you a U.S. Citizen? Yes____ No____
Date and Place of Birth____________________________________________________
Names of Parents/Guardians_______________________________________________
Parent/Guardian_________________________ Occupation________________________
Parent/Guardian_________________________ Occupation________________________
Municipality where Parents/Guardians are registered to vote __________________
Have you ever been charged with or convicted of a felony? Yes____ No____
If you answered yes above, please explain on a separate sheet of paper.

ACADEMIC INFORMATION
Currently Attending: High School _____ 2-yr. College_____ 4-yr. College_____ Prep School _____
Name of High School________________________________________ Date of Graduation__________
Name of College (if applicable)________________________________________ Phone________________
School Counselor_________________________________________ Phone________________
Grade Point Average ________ Class Rank ________ Out of _________
SAT Scores: V_____ M_____ W_____ OR ACT Scores: E_____ M_____R_____ Sc_____

ACADEMY PREFERENCE
Please rank the academies to which you wish to receive a nomination in order of preference (1-4). Please do
not rank an academy unless you have already applied or intend to apply to the academy.

U.S. Air Force Academy______ U.S. Naval Academy_______
U.S. Merchant Marine Academy______ U.S. Military Academy at West Point ________
OTHER NOMINATIONS

Please select the following if you are seeking additional nominations:
President_______ Vice President_______ Senator Johnson_______ Senator Baldwin_______

EXTRACURRICULAR ACTIVITIES

Please select all applicable activities: ____
Boys’/Girls’ State ____ School Chorus ____
Boys’/Girls’ Nation ____ School Newspaper ____
Eagle Scout ____ School Yearbook ____
Gold Award ____ Jr. ROTC Member ____
Key/Interact Club ____ Debate Club ____
National Honor Society ____ Foreign Language ____
President or Officer of Class ____ Hours Worked per Week (after school)
President or Officer of Student Council ____ Hours Worked per Week (summer)
President or Officer of School Club ____ Faith Based Participation ____
Academic Honors Club ____ Civic Organizations ____
GSafe ____ Other___________
School Band ____ Other___________
Other___________ Other___________

Athletics

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CHECKLIST
Please make sure the following list is completed:
___ Completed and signed application form
___ Written answers to the two essay questions (200 word maximum per essay)
___ Wallet-size photo (attached to application form)
___ Three letters of recommendation
___ High school transcript, college transcript (if applicable)
___ SAT or ACT score sheet
___ Disciplinary record (if applicable)
___ Resume (1 page in length)

All items listed above must be mailed to the Congressman’s Madison office together in one packet.

*SIGNATURE*

Please read the following statement before signing the application I understand that attending a service academy requires a minimum of five years military service following graduation, and I am committed to that responsibility. I understand that my application will not be considered if the required documents are inaccurate, or if my completed application packet is not received by Congressman Pocan before the deadline on October 21, 2021 at 5:00 PM.

________________________________________
Applicant Signature