



Congresswoman Donna Shalala
Service Academy Nomination Application Packet



ENCLOSED:

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- Minimum Requirements
- Application Form
- Recommendation Form

Application Procedure for Service Academies through the Office of Congresswoman Donna Shalala

Note to Applicant: You are being considered for a nomination to one or more of the United States service academies. You will not be considered for an academy if it is not designated as your choice on the application form. Moreover, you must meet the college admissions testing score thresholds listed in the “Minimum Requirements” section for each respective academy in order to be scheduled for an interview for a nomination to that academy.

1. **Application Form** — Complete application form and attach a recent, high-quality photograph.
2. **Recommendation Forms** — Ask your high school counselor or principal to complete one recommendation form and choose two others to fill out a form; such as a teacher, coach, employer, or someone who knows you well. Have them return the completed form to you in a sealed envelope with their signature across the seal.
3. **Transcripts** — Ask your counselor or principal for a copy of your transcripts and make sure the transcript includes your course listing and grades, current G.P.A., and class rank. The transcript should be returned to you in a sealed envelope with the school official’s signature across the seal.
4. **Standardized Test Results** — To have scores forwarded to our office directly from the testing center, please use the following codes: SAT 7341, ACT 7347. Many transcripts will include copies of your SAT or ACT scores. If so, this is sufficient and you need not send in separate score results, unless you have updated scores. No scores will be accepted after the first business day in November.
5. **Deadline** — Send the above information to Congresswoman Shalala’s District Office. Completed application packets must be received by the first business day in November. The mailing address is:
7700 N. Kendall Drive, #605
Miami, FL 33156
6. **Interview** — Interviews will be held in mid-November at the District Office. Qualified candidates will be contacted to schedule a fifteen-minute interview. If you are unable to attend, you must send a written request for a waiver with your application packet. Applicants should expect for interviews to be conducted mid-November. Waivers will be granted only to those who have a military obligation or whose parents are stationed overseas on assignment.

Application Timeline

July 1 to November 1 — COMPLETE PACKET

Candidates must complete application packets and return them to Congresswoman Shalala's District Office.

First Business Day of November — DEADLINE

All required information for a completed application packet must be received by this date. Please make sure to use sufficient postage.

Mid November — INTERVIEWS

Qualified candidates are interviewed for approximately 15 minutes by Congresswoman Shalala's Service Academy Advisory Board. Interviews are held at the District Office.

Early January — NOTIFICATION

Congresswoman Shalala submits nominations to the academies and notifies all interviewed candidates of nomination status a few weeks after interviews have taken place.

December-May

Although some appointments are offered beyond May, the academies will make the majority of appointments between December and May.

Early June

Admitted applicants will be invited to attend a congratulatory event to celebrate the achievement of being accepted to their desired service academy.

Late June or Early July

Appointed cadets are due at the U.S. service academies.

Minimum Requirements

Note to Applicant: The completion of these requirements makes one eligible but does not guarantee a nomination. Congresswoman Shalala will submit the nominations to each academy, and selection is competitive. If you have not yet started a file at the academy of your choice, do so immediately.

Academy	Minimum Requirements	Minimum Scores	Average Scores
<i>U.S. Naval Academy</i> Office of Admissions 52 King George St. Annapolis, MD 21402-1318 (410) 293-1858	U.S. Citizen/Age 17-21 Unmarried/No Dependents Nomination Req'd PAE and DODMERB exams 6 years post-grad active duty	SAT V-520, M-600 ACT E/R-25, M/S-26 Highest is taken	SAT V-580, M-650 ACT E/R-27, M/S-30
<i>U.S. Air Force Academy</i> Office of Admissions 2304 Cadet Drive, Ste 2300 USAF Academy, CO 80840 1-800-443-9266	U.S. Citizen/Age 17-21 Unmarried/No Dependents Nomination Req'd CFT and DODMERB exams 6 years post-grad active duty	SAT V-580, M-560 ACT E/R-25, M/S-25 Highest is taken	SAT V-567, M-659 ACT E/R-28, M/S-29
<i>U.S. Military Academy</i> Office of Admissions Building 606 West Point, NY 10996 (845) 938-4041	U.S. Citizen/Age 17-21 Unmarried/No Dependents Nomination Req'd PAE and DODMERB exams 6 years post-grad active duty	SAT V-480, M-540 ACT E/R-20, M/S-23 Highest is taken	SAT V-561, M-646 ACT E/R-27, M/S-28
<i>U.S. Merchant Marine Academy</i> Office of Admissions 300 Steamboat Road Kings Point, NY 11024 (516) 726-5644	U.S. Citizen/Age 17-21 Unmarried/No Dependents Nomination Req'd PAE and DODMERB exams 8 years post-grad active duty	SAT V-540, M-560 ACT E/R-22, M/S-24 Highest is taken	SAT V-600, M-600 ACT E/R-27, M/S-28
<i>U.S. Coast Guard Academy</i> Office of Admissions 31 Mohegan Avenue New London, CT 06320 1-800-883-8724	U.S. Citizen/Age 17-21 Unmarried/No Dependents NO nomination Req'd DODMERB exam only 6 years post-grad active duty	SAT V-630, M-650 ACT E/R-25, M/S-26 Highest is taken	SAT V-620, M-650 ACT Composite- 27

PAE: Physical Aptitude Exam / CFT: Candidate Fitness TEST / Department of Defense Medical Examination Review Board

Application Form

Please rank the academies 1-4. Please do not rank any academies that you have not applied to.

<input type="checkbox"/> U.S. Naval Academy	<input type="checkbox"/> U.S. Air Force Academy
<input type="checkbox"/> U.S. Military Academy	<input type="checkbox"/> U.S. Merchant Marine Academy

I. Personal Data

Full Legal Name: _____ SSN: _____
 Home Address: _____
 Mailing Address: _____
 Home Phone: _____ Mobile Phone: _____
 Email Address: _____ Are you a U.S. Citizen? Y/N
 Date and Place of Birth: _____
 Name of Parents/ Legal Guardians: _____
 Name of High School: _____ Date of Graduation: _____

II. Academic Data

GPA (weighted): _____ GPA (unweighted): _____
 ACT Scores: E: ___ M: ___ R: ___ SC: ___ SAT Scores: V: ___ M: ___ W: ___
 Class Rank: ___ of ___ (Top ___%)
 Currently Attending: ___ High School ___ Junior College ___ 4 Year College ___ Prep School
 If attending college, are you on scholarship? If yes, explain:

III. Leadership Data

Please check all applicable:

<ul style="list-style-type: none"> <input type="checkbox"/> Track/Cross Country ___ years <input type="checkbox"/> Volleyball ___ years <input type="checkbox"/> Wrestling ___ years <input type="checkbox"/> Other Sport ___ years <input type="checkbox"/> Civil Air Patrol & Navy Sea Cadets <input type="checkbox"/> Hours worked per week (after school) _____ <input type="checkbox"/> Houses worked per week (summer) _____ 	<ul style="list-style-type: none"> <input type="checkbox"/> Boys'/Girls' State or Nation <input type="checkbox"/> Eagle Scout/Girl Scout <input type="checkbox"/> Key Club/Interact Society <input type="checkbox"/> National Honor Society <input type="checkbox"/> Officer of Class/Student Council <input type="checkbox"/> Officer of School Club <input type="checkbox"/> Academic Honors Club <input type="checkbox"/> School Band/Chorus 	<ul style="list-style-type: none"> <input type="checkbox"/> School Newspaper/Yearbook Editor <input type="checkbox"/> Jr. ROTC Officer <input type="checkbox"/> Debate Club <input type="checkbox"/> Language <input type="checkbox"/> Church membership <input type="checkbox"/> Football ___ years <input type="checkbox"/> Baseball/Softball ___ years <input type="checkbox"/> Basketball ___ years <input type="checkbox"/> Swimming ___ years
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List any other:
