



## Frequently Asked Questions About Service Academy Nominations

### 1) What is a nomination?

Title 10 of the U.S. Code establishes two types of nominations: a) congressional and b) military service connected.

A non-military candidate may seek a nomination from the following: a) a member of the U.S. House of Representatives, from the congressional district where the candidate resides b) both U.S. Senators from his or her state c) in addition, a candidate may apply directly to the Vice-President of the United States, who can nominate applicants from any part of the nation.

### 2) What are the basic eligibility requirements?

Each applicant for a nomination must meet the following eligibility requirements as of July 1st of the year of admission to an academy:

- You must be at least 17 years old, but not have passed your 23rd birthday.
- You must be a U.S. citizen.
- You must be unmarried, not pregnant, and without legal obligation to support children or other dependents.
- You must reside within the boundaries of the 3rd Congressional District of Arkansas.
- You must possess good moral character. It is assumed good moral character exists unless there is evidence to demonstrate otherwise.

### 3) When do I apply for a nomination?

You begin the process in the spring of your junior year. Call Congressman Boozman's office to request a nomination packet or visit [www.house.boozman.com](http://www.house.boozman.com).

### 4) What is the deadline for completing a nomination file?

This year the deadline for returning materials to the congressional office is November 1<sup>st</sup>.

### 5) What must be included in my nomination file?

A complete nomination file consists of the following items:

- 1) Application Form
- 2) Extra-Curricular Activities Worksheet
- 3) Nomination Questionnaire (5 Essay Questions)

- 4) 3 Letters of Recommendation
- 5) SAT or ACT scores
- 6) Official Transcripts
- 7) A Small Photograph of the Applicant

**6) What happens after I have completed my nomination file?**

Applicants who meet the basic eligibility requirements and complete a nomination file by November 1<sup>st</sup> will be invited to meet with Congressman Boozman's Service Academy Nomination Board.

**7) Why does Congressman Boozman use a nominating board?**

This board evaluates applicants and recommends candidates for nomination. This well-qualified, non-partisan board will ensure a fair and impartial process.

**8) What criteria does the board use in selecting candidates?**

Nominations are based on a "whole person" evaluation. Factors such as academic achievements, extra-curricular activities, leadership skills, physical aptitude, character and motivation are taken into consideration and compared with other applicants.

**9) What is Congressman Boozman's "method of nomination?"**

The preferred method of nomination is the competitive nomination. This process allows Congressman Boozman to nominate up to 10 qualified candidates for each available opening. The academy itself will make the final selection.

**10) How do I open an admissions file with the academies?**

All applicants must directly contact the academies they are interested in attending to open an admissions file. Reply cards for each academy are included in this application packet. Please refer to the Service Academy Contact Information listed below for further information.

**11) How many academies are there?**

There are five.

Three reside within the Department of Defense:

- The U.S. Military Academy at West Point
- The U.S. Naval Academy at Annapolis
- The U.S. Air Force Academy at Colorado Springs

One resides within the Department of Transportation:

- The U.S. Merchant Marine Academy at Kings Point

One resides within the Department of Homeland Security

- The U.S. Coast Guard Academy at New London

**12) Are the requirements the same for all of the service academies?**

No. Although many of the qualifications are similar, each academy operates under its own admissions guidelines. Refer to the Service Academy Contact Information for the academy of your choice and contact them directly for an academy catalog. Each academy will outline its particular admissions qualifications. You may also discuss this matter with the member(s) of the Service Academy Board who represents your academy choice(s). Congressman Boozman's nominating board does not represent the U.S. Coast Guard Academy. It is not necessary to seek a nomination to the Coast Guard Academy. U.S.C.G.A. accepts candidates based on their own testing criteria.

**13) Can I have family members submit letters of recommendation?**

No. All recommendations must come from outside your immediate or extended family.

Typical recommendations are from:

- Teachers
- Counselors
- Employer
- Coaches
- Clergy
- Scout Leaders

The list above is an example of those individuals who are qualified to submit recommendations on your behalf. Please call Congressman Boozman's office if you have any questions regarding this particular requirement.

**14) Do I have to have all of the required paperwork collected before submitting it to Congressman Boozman?**

No. Once you have requested a nomination packet, a file will be opened in your name. It may take time to gather the appropriate materials. Send in the materials as you receive them. Remember, your transcripts and recommendations should be sent directly to Congressman Boozman's office.

**15) How should I submit my SAT/ACT scores?**

Test results must be sent directly to Congressman Boozman's office by the testing service. The institution code for SAT scores is 4638 and for ACT scores the code is 7287. Applicants must have a cumulative SAT score of at least 1000 in order to meet minimum academic qualifications.

**16) When will I receive my nomination?**

Nominations must be delivered to the academies by January 31, 2005. You will be notified some time thereafter.

**17) 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 a letter of appointment directly from the academy.

**18) 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 win multiple appointments.

**19) When will I know if I have been offered an appointment by an academy?**

Academies will begin to notify candidates of their admissions status in February. All offers of appointment are generally sent out by May.

Please do not hesitate to contact Congressman Boozman's office with any additional questions.

Congressman John Boozman  
213 W. Monroe, Suite K  
Lowell, AR 72745  
(479) 725-0400

**Service Academy Contact Information**

United States Military Academy  
Director of Admissions  
United States Military Academy  
606 Thayer Road  
West Point, NY 10996-9902  
Director of Admissions (845) 938-4041  
Toll Free Number (800) 822-2769  
Website: <http://www.usma.edu>

United States Naval Academy  
Candidate Guidance Office  
United States Naval Academy  
117 Decatur Rd.  
Annapolis, MD 21402-5018  
Candidate Guidance Office (410) 293-4361  
Toll Free Number (800) 638-9156  
Website: <http://www.usna.edu>

United States Air Force Academy  
USAFA/RRS  
2304 Cadet Drive, Suite 200  
USAF Academy, Colorado 80840-5025  
Toll Free Number (800) 443-9266  
Website: <http://www.usafa.af.mil>

United States Merchant Marine Academy

Director of Admissions  
U.S. Merchant Marine Academy  
Kings Point, New York 11024-1699  
Toll Free Number (800) 732-6267  
Website: <http://www.usmma.edu>

United States Coast Guard Academy  
Director of Admissions  
15 Mohegan Ave  
New London, CT 06320-4195  
Toll Free Number (800) 883-USCG  
Website: <http://www.cga.edu/>

\*It is not necessary to seek a nomination to attend the Coast Guard Academy. U.S.C.G.A. accepts candidates based on their own testing criteria.