



Office of Senator Mark Warner

Service Academy Nomination Application Packet Classes entering in 2010

*Senator Mark Warner
Attn: Academy Coordinator
101 W. Main Street, Suite 4900
Norfolk, VA 23510*

This packet is also available on Senator Warner's website
(www.warner.senate.gov) under Constituent Services/service academies



Senator Mark Warner's Service Academies Nominations Summary

One of my most important responsibilities as your Senator is nominating young men and women for admission to our country's Service Academies. The following summaries are brief overviews of the selection processes you are entering.

Admission to a Service Academy is a two-tiered process. First, the candidate must apply through the Academy directly and meet the minimum standards for admission set by the Academy itself. These standards include, among others, medical, physical and academic qualifications. The second tier in pursuing admission is the Congressional Nominations process. An individual must meet the admissions requirements of the Academy as well as receive a Congressional Nomination in order to be offered an appointment to the Academy.

Applicants should direct any questions regarding the admissions process of a particular Academy to that Academy's Admissions office. Information can be obtained through the contact information below:

U.S. Air Force Academy (USAFA): <http://www.usafa.edu> or (719) 333-2520

U.S. Merchant Marine Academy (USMMA): <http://www.usmma.edu> or (516) 773-5391

U.S. Military Academy at West Point (USMA): <http://www.usma.edu> or (845) 938-4041

U.S. Naval Academy (USNA): <http://www.usna.edu> or (410) 293-4361

Guide to Nominations for USAFA, USMA, USNA

As a Senator, I am entitled to fill five slots at each Academy. I may only nominate young men and women to a particular Academy when a vacancy occurs in one of these slots, either by reason of graduation or withdrawal. When a vacancy does occur, I may nominate up to ten candidates for admission. One nominee will be offered an appointment to fill the vacancy, and the other nominees, assuming that each meets the Academy's minimum requirements, are placed into a nationwide qualified candidate pool. At that point, it is left to the discretion of the Academy to choose candidates to fill the remaining slots in its incoming class.

Guide to Nominations for USMMA

Unlike the Academies described above, the U.S. Merchant Marine Academy uses state quotas to determine admission, rather than district quotas. The Commonwealth of Virginia is entitled to five slots in each class of midshipmen at the Academy. Each Senator and Congressman may submit up to ten names per year for the Virginia "list." The Virginia nominees then compete against one another for the five slots. The young men and women who will fill those slots are chosen by the Academy. Once Virginia's five slots are filled, the remaining nominees who meet the Academy's minimum admissions standards are placed into a nationwide qualified candidate pool. At that point, it is left to the discretion of the Academy to choose candidates to fill the remaining slots in its incoming class.

Guide to Nominations for the U.S. Coast Guard Academy

Congressional nominations are not incorporated into the admissions process for the U.S. Coast Guard Academy. For more information regarding admission to the Academy, contact its Admissions office at (860) 444-8500.



U.S. Senator Mark Warner's Application Procedure

Note to applicant: It is the responsibility of each applicant to initiate a pre-candidate file at each Academy to which they are seeking a nomination. Addresses, phone numbers and website information for the Academies are listed on the previous page (Nominations Summary).

Application Form - Complete application form and attach a current photograph of yourself (photo should be of the applicant only)

1. **Letters of Recommendation** – Please submit three references attesting to your qualifications and motivation to attend a service academy. Those persons used as references should not be relatives of the applicant. High school instructors, guidance counselors, coaches and former employers are preferred. Please have references use the enclosed forms as cover sheets for their statements of reference. **You should receive your references from these persons in sealed envelopes with their signatures across the seal.**
2. **Transcripts** – Ask your counselor or principal for a copy of your transcript. Make sure that the transcript includes your course listings and grades through the end of your junior year, current GPA and class rank (if provided by your high school), and SAT/ACT scores. **The official transcript should be returned to you in a sealed envelope with a signature across the seal.** (If your school does not provide transcripts directly to students, have the transcript sent directly to the address below with a note reflecting that policy.)
3. **Standardized Test Results** – To have scores forwarded to our office directly from the testing center, please use the following codes: **SAT - 0218, ACT - 7192.** 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.
4. **DEADLINE** –Please note that all applications for a nomination through my office are due by 5:00 PM on **Friday, October 30, 2009.** Because there is a great deal of information required by the service academies for a nomination, this is not a process to be taken lightly. Initial screening will actually begin on the evening of **Friday, October 30, 2009,** and **no applications received after the deadline can be considered** Send all requested information to:

U.S. Senator Mark Warner
Attn: Academy Coordinator
101 W. Main Street, Suite 4900
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United States Service Academy Nominations

U.S. Senator Mark Warner

2009 Schedule

April 1, 2009	Application Process Begins
October 30, 2009	Deadline for Submission of Completed Application packet – all required information must be received in our office by this date. No applications received after this date will be considered.
November-December 2009	Review of completed packets
Mid January 2010	Nominee notification by mail begins

Checklist for Candidates:

- 1. **Application form completed.**
- 2. **Photograph attached to application form.**
- 3. **Three letters of recommendation** in sealed envelopes with signatures across the seals
- 4. **High School Transcript** in sealed envelope with signature across seal
- 5. **SAT/ACT Scores** sent directly to our office if not part of transcript

All correspondence related to Academy Nominations should be sent to:

Senator Mark Warner
101 W. Main Street, Suite 4900
Norfolk, VA 23510
Attn: Academy Coordinator



PLEASE ATTACH
PHOTO HERE

U.S. Senator Mark Warner's
U.S. Service Academy Nomination Application Form

Personal Data:

Full Legal Name: _____

Social Security number: _____

Permanent Virginia Address: _____

City: _____, VA _____

Temporary Address (if applicable): _____

Give date temporary address no longer applies: _____

Home Phone Number: _____ Other Phone Number: _____

Are you a U.S. Citizen? (circle one) Y / N

Date and Place of Birth: _____

Names of Parents/Guardian: _____

Place(s) of Employment of Parents/Guardian: _____

Work Phone(s) of Parents/Guardian: _____

County or City where Parents/Guardian are registered to vote: _____

Congressional District: _____

Other Congressional Offices to which you are applying for a nomination:

Other nominations for which you are applying: _____

Academic Data:

Currently Attending:

_____ High School _____ Jr. College _____ 4 year College _____ Prep School

Name of School: _____

Date of Graduation: _____ GPA (weighted) _____ GPA(unweighted) _____

SAT Scores: Math: _____ Writing: _____ Critical Reading: _____ Composite _____

CT Scores: English _____ Math _____ Reading _____ Science _____ Composite _____

Class Rank: _____ of _____ (Top _____%)

Academy Preference

Please circle the number indicating your first choice, second choice, etc. If you have no interest in a particular Academy, circle 'N' for not interested. Please also circle either 'Y' for yes or 'N' for no regarding whether you have opened a file with an Academy.

U.S. Air Force Academy
Colorado Springs, Colorado
(Commissioned into Air Force)

N 1 2 3 4

Opened a file? Y N

U. S. Merchant Marine Academy
Kings Point, New York
(Merchant shipping with commission into Naval Reserves)

N 1 2 3 4

Opened a file? Y N

U.S. Military Academy
West Point, New York
(Commissioned into Army)

N 1 2 3 4

Opened a file? Y N

U.S. Naval Academy
Annapolis, Maryland
(Commissioned into Navy/
Marine Corps)

N 1 2 3 4

Opened a file? Y N

Essay:

On a separate piece of paper please provide a typed essay of 200 words or less in which you address the following questions:

- Why are you seeking a nomination?
- Why do you feel that you are qualified?
- Why do you want to be a commissioned officer?

Resume:

On a separate piece of paper please list your Extra-Curricular Activities, Athletics, employment, any honors and awards that you have received and any other information that you feel is pertinent to your application

Signature:

I, the undersigned, declare that the information that I have provided on this application and any attachments/enclosures to it are true, complete and correct to the best of my knowledge and belief.

Signature of Applicant

Date



Senator Mark Warner's Service Academies Reference Form

PLEASE USE THIS FORM AS A COVER SHEET FOR YOUR STATEMENT.

APPLICANT: _____

REFERENCE: _____

Address: _____

City: _____ State: _____ Zip: _____

Daytime phone: _____ - _____ - _____ Ext. _____

How long known by applicant: _____

Relationship to applicant: _____

(References should not be relatives of the applicant.)

The applicant has requested that Senator Warner consider him or her for a Congressional Nomination for admission to one or several of the United States Service Academies. In your own words, on an attached page, please state your personal knowledge of his or her qualifications and motivation to attend a Service Academy.

Please sign and date your statement at the bottom and place in a sealed envelope. Place your signature across the seal on the envelope. Please give your sealed recommendation to your applicant to be returned with his or her application.

Signature

Date



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