

Thank you for your interest in a nomination to a United States Service Academy. I appreciate you contacting me with regard to your interest. I would like to share some additional information with you regarding the application and interview process.

In order to be considered for an appointment to a Service Academy, you must have a nomination from an authorized nominating source. Title 10, U.S. Code, establishes two nomination categories. The first, usually referred to as a "congressional nomination", includes the nomination of the Vice-President and Members of the United States Senate and House of Representatives. The second, referred to as "service-connected" or "military-affiliated" nominations, includes the selections of the President and nominations of the appropriate service (e.g., Secretary of the Army for nominations to the U.S. Military Academy).

In order for me to consider you for a congressional nomination, it is necessary for you to meet all of the general requirements of your academy of choice and for you to complete an application package. An application package is enclosed.

In addition to completing the application package, it is also very important that you contact the Academy of your choice to initiate a pre-candidate file on your behalf. You can do this by writing to the Academy or filling out a post card provided by your school guidance counselor.

Your completed application package (which includes the enclosed application form, a short essay, official high school transcripts, SAT or ACT scores, photograph and letters of recommendation) must be received in my Kent County Office no later than October 15 of your senior year. Once your application package is received, it will be evaluated to determine if you qualify for an interview. Only those applicants who meet all of the requirements set forth by the Academy will be selected for the interview process. If you qualify for the interview process, my staff will notify you in writing of the time and place of your interview.

My Service Academy Screening Committee will conduct interviews in November. The nomination process is completed by the end of December when the Academy you have applied to has reviewed all pertinent information. By early January, you will be notified if your name is among those being nominated.

Thank you again for your interest. Please review the enclosed application package. If you have any specific questions, please call Lori James in my Kent

County office at 302-674-3308. Lori is happy to provide any assistance necessary during this process.

Sincerely,

Thomas R. Carper
United States Senator

SAMPLE

UNITED STATES SENATOR THOMAS R. CARPER

NOMINATION TO A UNITED STATES SERVICE ACADEMY

General Qualifications for Nomination:

- Citizenship: U.S. Citizenship, or having obtained it by graduation
- Residency: Delaware
- Congressional nomination: United States Air Force Academy, United States Naval Academy, United States Merchant Marine Academy and United States Military Academy
- Age: by July 1 of entering year, at least 17, but not older than 23
- Marital Status or Dependency: unmarried, not pregnant, no legal obligation to support children
- Academic: Must complete SAT-I or ACT examinations.
- Must pass academy physical requirements and medical examination
- Must be of strong moral character

Application Package Instructions

Your application file must be completed and returned by October 15 of your senior year and must include the following items:

1. Application Form

Please be thorough, neat and complete. Be sure to indicate your first choice of academy. If you have interest in more than one academy, please number in order of preference. All information requested on the application is required in order for you to be considered for a nomination. You may use additional paper if necessary.

2. High School Transcripts

You must include an official transcript of your high school records. This transcript must show your final grades from your junior year, your current grade point average and your numerical class rank. If you have graduated from high school and are currently attending college or preparatory school, please provide my office with official transcripts from these institutions.

3. College Board Test Scores

The Scholastic Aptitude Test (SAT) or the American College Test (ACT) are essentially the entrance exams for the service academies. A set of these

scores must be received in my Kent County office by the October 15 application deadline or as soon thereafter as they are available. The Code to have your scores forwarded directly to my office is **5593**. You must have taken one of these tests in order to be considered for nomination.

4. Letters of Recommendation

You are required to submit no less than three and no more than five letters of recommendation. These letters should be from people who know you personally and can describe your capabilities and strengths. Letters from relatives will not be accepted. At least one letter must be from a non-school source. Employers, teachers, coaches or community leaders are examples of people that you may want to ask to write a letter on your behalf. Recommendation letters should not be sent to my office individually. Applicants should collect the letters and send them together as part of the completed application package.

5. Essay

You are required to write a short, typed essay (no more than 500 words) describing why you want to be appointed to a U.S. Service Academy.

6. Photograph

Please include a recent photograph (not more than one year old) with your application package.

Our Address Information:

U.S. Senator Thomas R. Carper

Attention: Lori James

New Castle

3021 Federal Building
844 King Street
Wilmington, DE 19801
302-573-6291

Kent

2215 Federal Building
300 South New Street
Dover, DE 19904
302-674-3308

Sussex

12 The Circle
Mellon Bank Building
Georgetown, DE 19947
302-856-7690

UNITED STATES SENATOR THOMAS R. CARPER

Application for Nomination to a United States Service Academy

(Please type or print clearly all information on this application.)

Selection of Academy

(With #1 being your first choice, list your preferences in numerical order.)

- ___ United States Air Force Academy
 - ___ United States Military Academy
 - ___ United States Naval Academy
 - ___ United States Merchant Marine Academy
-

Full Name: _____
(First) (Middle) (Last)

Address: _____
City _____, State _____ Zip _____

Telephone Number: (____) _____ - _____
When is the best time for you to be reached? Daytime Evening

Social Security Number: _____ - _____ - _____ Sex: M F

Date of Birth: (Month) _____, (Day) _____ (Year) _____
Place of Birth: (City) _____, (State) _____

Mother's Name: _____ Work Phone #: _____
Father's Name: _____ Work Phone #: _____

Have you applied for nomination by another source? Please check all that apply:

- Senator Biden
- Congressman Castle
- Service Related
- Other _____

Medical Information:

Have you taken or been scheduled to take your Academy medical exam (scheduled by DODMERB)? Yes No If yes, when? _____

Have you taken or been scheduled to take your Physical Aptitude Exam? Yes No If yes, when? _____

As part of your application for admission to an Academy, you will be required to take a medical exam through DODMERB (the Department of Defense Medical Examination Review Board). The following are common conditions that may cause an Academy to require you to obtain a waiver for admission.

Do you wear corrective eyewear? Yes No
If no, have you had laser surgery of any type to correct your vision?
Yes No

Have you ever been diagnosed with asthma, hay fever or allergies?
Yes No If yes, please explain:

Have you had surgery or broken bones in the last ten years? Yes No
If yes, please explain: _____

Have you ever been diagnosed with ADD or ADHD? Yes No
If yes, are you currently taking medication or have you ever taken medication for this condition? Yes No If yes, please explain: _____

Have you ever had a tattoo? Yes No

Have you ever had seizures or convulsions? Yes No

Criminal Information:

Have you ever been convicted of a felony or misdemeanor? Yes No
(**NOT INCLUDING:** speeding tickets, parking tickets or traffic violations for which you did not receive any points)

(**INCLUDING BUT NOT LIMITED TO:** driving while intoxicated or impaired or disorderly conduct charges)

If yes, please explain: _____

References:

Please provide no less than three and no more than 5 letters of reference. Letters may not be from relatives and at least one reference should come from a non-school source.

Source #1: _____	Relationship: _____
Source #2: _____	Relationship: _____
Source #3: _____	Relationship: _____
Source #4: _____	Relationship: _____
Source #5: _____	Relationship: _____

I (name) _____ have read and given all information requested. I have answered all questions truthfully and to the best of my knowledge. I understand that any false information could result in me not getting a nomination. I also understand that filling out an application does not guarantee me a nomination.

Signature: _____

Date: _____