



## Frequently Asked Questions Regarding 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. Students whose parents are service connected may also apply for a Presidential nomination. For a Presidential nomination, apply after July 1 of the year prior to admission and before January 31 of the year of admission. For Vice Presidential apply by October 31st of the year prior to admission.

### 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 State 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 Congressional or Senate nomination?

You begin the process in the spring of your junior year with each U. S. Service Academy. In the fall of your senior year, submit Senator Boozman's application for nomination on or before (**preferably before**) November 1<sup>st</sup>. See the Senator's website, [www.boozman.senate.gov](http://www.boozman.senate.gov) to locate his application.

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

Senator Boozman's deadline for returning materials is **November 1<sup>st</sup>**. Check with the Senator Pryor and your Congressional office for their respective deadlines. **The most successful candidates apply to all available nominating sources: Congressman, both Senators, Vice-President and President.** See Academy catalogues for deadlines and criteria for the Vice-Presidential and Presidential nominations. The Presidential nominations are for military service connected families, but it is also highly recommended to apply for a Presidential and Congressional nomination, as the President

only awards approximately 100 nominations nation-wide. Candidates may be considered for both, and it is advantageous to seek the Congressional nomination in addition to the Presidential nomination when a candidate qualifies for a Presidential nomination.

**5) What is a Letter of Assurance?**

A Letter of Assurance (LOA) is a letter sent to the candidate from the Admissions Office by the Academy advising the Academy is offering a Conditional Appointment to the Academy **provided the candidate successfully completes** the application process, the medical review by the Dept of Defense, and the physical fitness assessment and receives a nomination from their Congressman or Senators. Letters of Assurance are conditional and subject to review throughout the entire application process.

Candidates receive Letters of Assurance based upon outstanding ACT/SAT scores early in the process, and other information the candidate has submitted to the Admissions Office. It is highly recommended candidates prepare well for ACT/SAT tests and take them “early and often.”

**6) What must be included in my nomination file?**

A complete nomination file consists of the following items:

- 1) Application Packet
- 2) 3 Letters of Recommendation
- 3) SAT or ACT scores
- 4) Official High School or College Transcripts and a copy of your Senior Classes
- 5) Photograph of Applicant – in a single person photograph (can be an official school photo or a 4x6 snapshot)

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

Applicants who meet the basic eligibility requirements and complete a nomination file by **November 1<sup>st</sup>** will be reviewed by Senator Boozman's Service Academy Nomination Board. It is highly recommended the candidate's application to the Academy Admission Offices also be completed prior to December 1<sup>st</sup>. Top candidates will likely be interviewed, depending on the Senator's schedule.

**8) Why does Senator 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. Most members are academy alumni.

**9) 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.

**10) What is Senator Boozman's “method of nomination?”**

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

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



Nominations must be delivered to the academies by January 31st. You will be notified sometime following the interviews or close to the January 31<sup>st</sup> deadline, once the nominations are completed.

**18) 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.

**19) 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. It is recommended to apply to at least two academies and it is also recommended to apply to the Merchant Marine and Coast Guard Academies in addition to the Air Force, Naval and Military Academies. **The most successful candidates apply to three academies, thereby giving themselves the most options of earning an appointment to one of the academies.**

**20) 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 1<sup>st</sup>. The Academies will award appointments after the candidate file is reviewed and the candidate is determined "fully qualified". **Academies review files weekly, so it is in the candidate's best interest to have their file at the Admissions Offices completed by early January if the ACT/SAT scores are where the candidate wants them.** As these scores weigh heavily in the appointment process, it is recommended to take ACT/SAT tests early and often. It is also recommended to complete the candidate's file at the Academy when the scores are where you want them, otherwise the candidate may be reviewed and not found "fully qualified" on their competitive point basis.

Senator John Boozman  
Attn: Kathryn Gough  
213 W. Monroe, Suite N  
Lowell, AR 72745  
(479) 725-0400

[Kathryn\\_Gough@boozman.senate.gov](mailto:Kathryn_Gough@boozman.senate.gov) (There is an Underscore between Kathryn & Gough.)

### **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 USCG Academy. USCGA accepts candidates based on their own testing criteria.