

# Instructions for Academy Nomination Process

## Step 1: Open Nomination File

Submit to my Twin Falls office (address listed below) **as soon as possible:**

\_\_\_\_\_ Initial three-page application (pages 2-4).

**Formal candidacy is established upon receipt of application form.**

## Step 2: Complete Nomination File

Submit to my Twin Falls office (address listed below) by **November 30, 2009 or sooner:**

\_\_\_\_\_ Personal one-page letter/essay stating why you are seeking a nomination

\_\_\_\_\_ Three Recommendation Forms with letters attached (pages 5-7)

\_\_\_\_\_ Principal/Guidance Counselor Evaluation Form (page 8)

Completed form must be in a sealed envelope signed by the originator across the flap. The originator may not complete one of the Recommendation Forms.

\_\_\_\_\_ Official copy of high school transcript, including GPA at end of junior year and class rank in a sealed envelope signed by the originator across the flap.  
Official copy of college transcripts if applicable.

\_\_\_\_\_ Official copy of SAT or ACT scores, if not included on transcript.  
Direct reporting test scores codes: SAT 4787 or ACT 7372

**Step 2 must be submitted as a packet with this form on top.** Additional SAT or ACT test scores can be submitted as soon as scores are available.

### **Mailing address:**

ATTN LINDA CULVER  
CONGRESSMAN MIKE SIMPSON  
1341 FILLMORE STREET # 202  
TWIN FALLS ID 83301-5259

**Questions:** Contact Linda Culver, Academy Nomination Coordinator at (208) 734-7219 or email her at [linda.culver@mail.house.gov](mailto:linda.culver@mail.house.gov) .

### **Important Dates to Remember:**

**November 30, 2009** – Deadline for Step 2 (listed above).

**December 2009** – Nominations will be announced.

# APPLICATION FOR ACADEMY NOMINATION

U.S. Representative Mike Simpson

## PERSONAL DATA

Full legal name \_\_\_\_\_

Common name used \_\_\_\_\_

Email Address \_\_\_\_\_

Legal residence:

Street and Box \_\_\_\_\_

City, County, State, and ZIP \_\_\_\_\_

Home Telephone number (include area code) \_\_\_\_\_

Cell phone number (include area code) \_\_\_\_\_

Present address (if not same as above):

Street or box \_\_\_\_\_

City, County, State, and ZIP \_\_\_\_\_

Home Telephone number (include area code) \_\_\_\_\_

Cell phone number (include area code) \_\_\_\_\_

How long have you been a resident of Idaho? \_\_\_\_\_

Are your parents legal residents of the State of Idaho?    Yes            No

**Please read page 10 for residency requirements.**

Birthday (mm/dd/yy) \_\_\_\_\_ Age \_\_\_\_\_ Height \_\_\_\_\_ Weight \_\_\_\_\_

Birthplace \_\_\_\_\_ U.S. Citizen Yes \_\_\_\_\_ No \_\_\_\_\_

Date Naturalized \_\_\_\_\_

Social Security Number \_\_\_\_\_

Parents/Guardians (circle one):

Father's Name \_\_\_\_\_

Street/Box Address \_\_\_\_\_

City, State, ZIP \_\_\_\_\_

Occupation \_\_\_\_\_ Employer \_\_\_\_\_

Mother's Name \_\_\_\_\_

Street/Box Address \_\_\_\_\_

City, State, ZIP \_\_\_\_\_

Occupation \_\_\_\_\_ Employer \_\_\_\_\_

## VETERAN INFORMATION

Are either of your parents a veteran?

Yes

No

**EDUCATION**

List high schools, prep schools, and colleges you have attended/are now attending.

Name of School: \_\_\_\_\_

Graduation Date \_\_\_\_\_

Name of School: \_\_\_\_\_

Graduation Date \_\_\_\_\_

**ACADEMY PREFERENCE**

Indicate your preference in numerical order. Please do not designate any academy you would not accept. Due to the competitive nature of the nomination process, you may receive a nomination to the academy of your second, third, or fourth choice.

\_\_\_\_\_ U.S. Air Force Academy

\_\_\_\_\_ U.S. Military Academy

\_\_\_\_\_ U.S. Naval Academy

\_\_\_\_\_ U.S. Merchant Marine Academy

Have you opened a pre-candidate file the academy (academies) you listed? Yes No

If yes, which one(s)? \_\_\_\_\_

**If no, please contact the academies as soon as possible as your request for nomination will not be considered if you fail to open a candidate file with the academy (academies).**

**Contact information for the academies can be found on page 8.**

Have you applied to the United States Coast Guard Academy? Yes No

Have you applied for ROTC? Yes No

A nomination is not necessary for the United States Coast Guard Academy or ROTC – would you like your name forwarded to both of these programs? Yes No

**Have you applied to following nominating authorities?**

Senator James E. Risch \_\_\_\_\_

Senator Mike Crapo \_\_\_\_\_

Vice President Joe Biden \_\_\_\_\_

## **EXTRACURRICULAR ACTIVITIES**

Please attached a list of your extracurricular activates. Remember to include:

1. Special awards and honors with dates.
2. School and outside club memberships and activities, noting leadership positions and honors received, with dates.
3. Employment, both after school and in summer, with dates and hours per week.
4. Volunteer involvement, with dates and hours per week.
5. School athletics (note Captain, Varsity letter, MVP, All-League, etc.) with dates.
6. Out-of-school recreational athletics, with dates.

The information above is correct. I am an U.S. Citizen or will be by July 1, 2010; am at least 17 but not 23 years of age on July 1, 2010; am unmarried, not pregnant; have no child support obligation; and am a legal resident of the State of Idaho.

*Due to the **Privacy Act of 1974 (P.L. 93-579)**, federal and state government agencies are prohibited from releasing information or discussing anything regarding another individual without the individual's written permission. Your signature on the page authorizes me, as a United States Representative, to contact the proper officials on your behalf, to discuss the matter and receive any information pertinent to you and your concerns.*

Signature \_\_\_\_\_ Date \_\_\_\_\_

Please return this form by November 30, 2009 to:

ATTN LINDA CULVER  
CONGRESSMAN MIKE SIMPSON  
1341 FILLMORE STREET # 202  
TWIN FALLS ID 83301-5259



# United States Service Academy Nomination Recommendation Form

## U.S. Representative Mike Simpson

To be completed by applicant's counselor, teacher, principal, employer, minister, priest, coach or adult friend

Name of applicant \_\_\_\_\_  
                                    First                                    Middle                                    Last

The person named above is applying to one or more of the United States Service Academies and you have been asked to provide a recommendation. The academies provide a college education leading to a career as an officer in the Armed Forces. Your recommendation will help me to select the best possible candidates. Please complete this form and attach a letter addressing all of the questions below. Your generous help is greatly appreciated.

Name (signature): \_\_\_\_\_ Date \_\_\_\_\_

Name (printed): \_\_\_\_\_ Title: \_\_\_\_\_

Name of School: \_\_\_\_\_ Telephone: \_\_\_\_\_

Address: \_\_\_\_\_

Your relationship to Applicant: \_\_\_\_\_

Please address the following questions in your recommendation letter.

1. How long and in what capacity have you know the applicant?
2. What are the leadership characteristics of the applicant?
3. What are the personality traits of applicant for leadership (strengths and weaknesses)?
4. How does the applicant work under pressure?
5. How does the applicant get along with others?

Please return the completed form with your recommendation letter attached to the form to applicant for inclusion in his/her application packet. If you have any questions, please contact Linda Culver at (208) 734-7219. Again, thank you for your help.

Sincerely,  
Mike Simpson  
Member of Congress





## **TIPS FOR SUCCESS**

### **Contact Academies**

It is very important to contact **each** academy you have chosen as soon as possible and open a pre-candidate file. Your request for a nomination will not be considered if fail to contact the academies.

United States Military Academy (West Point):  
[www.usma.edu](http://www.usma.edu)

Director of Admissions  
U.S. Military Academy  
600 Thayer Rd.  
West Point, NY 10996-9902  
1-845-938-4041 Director of Admissions  
1-800-822-2769

United States Naval Academy (Annapolis):  
[www.usna.edu/admissions](http://www.usna.edu/admissions)

Candidate Guidance Office  
U.S. Naval Academy  
117 Decatur Rd.  
Annapolis, MD 21402-5018  
1-410-293-4361 Candidate Guidance Office  
1-800-638-9156

United States Air Force Academy:  
[www.usafa.edu](http://www.usafa.edu)

Admissions Office, HQ USAFA/RRS  
2304 Cadet Dr., Suite 200  
USAF Academy, CO 80840-5025  
1-800-443-9266

United States Merchant Marine Academy:  
[www.usmma.edu](http://www.usmma.edu)

Admissions Office  
U.S. Merchant Marine Academy  
300 Steamboat Road  
Kings Point, NY 11024-9997  
1-800-732-6267

### **United States Coast Guard Academy**

The USCGA is the only service academy that does not require a congressional nomination. To be considered for an appointment to the USCGA you must submit an application and supplemental information to the academy by March 1<sup>st</sup> of the year of entrance. Since, you are already collecting much of the supplemental information requested by the USCGA, such as high school transcripts, ACT/SAT test scores and evaluations; it is a good idea to submit an application the USCGA. For more information about the USCGA, visit [www.uscga.edu](http://www.uscga.edu) or contact Shirley Nayden, USCGA Idaho Admissions Partner at (208) 939-8752.

### **Early SAT/ACT Testing**

This is very important, since the Academies use test scores as a primary method of evaluating candidates. If you take the tests in the spring of your junior year, you have a chance to retake them in the fall and raise your scores.

## **Nominations**

Every candidate is eligible for the four congressional nominations – one from the Vice-President, one from each of their U.S. Senators and one from the U.S. Representative of their congressional district. Due to the competitive nature of the nomination process, you should seek as many nominations as possible. Be sure to contact both Senators and the Vice-President of the United States.

Vice-President Joe Biden  
Eisenhower Executive Office Building  
Washington, DC 20501  
[www.whitehouse.gov/vicepresident](http://www.whitehouse.gov/vicepresident)

Senator Mike Crapo  
610 Hubbard Street, Suite 209  
Coeur d'Alene, Idaho 83814  
208-664-5490

Senator James E. Risch  
610 Hubbard Street, Suite 121  
Coeur d'Alene, Idaho 83814  
208-667-6130

## **Mail Early and Use Proper Postal Addressing**

Remember to mail your application packets earlier – allow at least 10 days for mail to reach Congressman Simpson's office. Also, use the proper postal addressing to ensure timely delivery. The following format should be used:

ATTN LINDA CULVER  
CONGRESSMAN MIKE SIMPSON  
1341 FILLMORE STREET # 202  
TWIN FALLS ID 83301-5259

If you have any questions, please feel free to contact my office at (208) 734-7219.

## Residency

### **Please read the following memo on residency requirements.**

If you are seeking a nomination to a military academy, you should apply with the U. S. Representative from your legal state/district of residency. You may not apply to more than one Congressman or in more than one state. Congressman Simpson is the U.S. Representative for the 2<sup>nd</sup> Congressional District of Idaho therefore you must legally reside in the 2<sup>nd</sup> Congressional District of Idaho to apply for a nomination from Mr. Simpson.

In addition to Congressman Simpson, you may also apply to both Senators of Idaho and the Vice-President of the United States.

### **Please keep in mind, the place you currently reside does not necessarily constitute your legal residence.**

If you are a student, you must use your parent's legal state of residence. For instance, if your parents were transferred by the military to Idaho but their legal residence is Texas, you must apply with the Representative from the Texas Congressional District, even though you now live in Idaho.

Here are key questions that determine residency for you and your parents:

Legal State of Residency?

Home of Record?

In which state do your parents pay taxes?

In which state are your parent's cars registered?

In which state do your parents vote?

If your father/mother is a legal resident of another state yet your other parent works in Idaho and is able to answer Idaho to the above questions, then you may claim Idaho. However, if neither parent fits the criteria, you must apply in their legal state and district.

The academies are very strict about residency requirements, so if you have any questions, please contact Linda Culver at 208-734-7219. Non-student applicants should also call if they need assistance in this determination.