

U. S. Senator Bill Nelson



ACADEMY OPPORTUNITIES

The Class of 2021 will begin June 2017



U. S. Air Force Academy
Colorado Springs, Colorado



U. S. Military Academy
West Point, New York



U. S. Merchant Marine Academy
Kings Point, New York



U. S. Coast Guard Academy
New London, Connecticut



U. S. Naval Academy
Annapolis, Maryland

The deadline for submitting an application for consideration for a nomination through Senator Nelson's office is September 5, 2016



Bill Nelson Florida

Those individuals wishing to apply for nomination to one of the service academies must be a citizen of the United States, a resident of the State of Florida, and must never have been married. The U.S. Military Academy, Naval Academy, and Air Force Academy require that applicants must not have reached their 23rd birthday by July 1st of the year of admission. Candidates applying to the Merchant Marine Academy must be at least 17 and have not passed their 25th birthday on July 1st of the year of admission.

Due to the large number of applications Senator Nelson receives, you may interview for only one academy. Therefore, careful consideration should be given to your choice of an academy. Academy designation may be changed any time prior to September 5, 2016.

Each senator may have five Midshipmen or Cadets at each academy at any one time. For the 2017 admission year, Senator Nelson will be able to nominate 10 individuals for one vacancy per service academy. All applicants should be advised that acceptance of any appointment commits them to at least a five year active duty obligation to the military upon graduation.

The deadline for submission of information to the senator's office is September 5, 2016. Submissions postmarked after this date will not be accepted. Those individuals meeting eligibility requirements will be notified of the date, time, and place to report for a personal interview by the regional board (Fort Lauderdale, Jacksonville, Orlando, Tallahassee, Tampa). Approximately nine board members are selected by Senator Nelson for each of the five regions. Members consist of business and community leaders, service academy graduates, active and retired military personnel and academia.

The review board will conduct a personal interview with each applicant who meets all requirements. Selections are made competitively on the basis of academic performances, leadership potential, personal statement, extra curricular activities, personal interviews and letters of recommendation. Ten nominees for each vacancy will be recommended to Senator Nelson by the regional boards. Senator Nelson will review and submit these recommendations to each service academy. Ten alternates for each vacancy also will be recommended to the senator. Alternates are not submitted unless requested by the academy. The final ranking and subsequent appointments will be at the discretion of the academies.

Officials at the academies advise individuals desiring nominations to request an application from the academy at the same time they seek nomination through Senator Nelson. **Contact with the admissions office of the academy of your preference is imperative.** Once contact is established, the academy will create a file for the candidate and transmit general information on the academy along with detailed admission requirements, including a Prospective Candidate Questionnaire.

PERSONAL INTERVIEW

All applicants meeting eligibility requirements and residing in Florida will be interviewed on **October 26, 2016** in either Fort Lauderdale, Jacksonville, Orlando, Tallahassee or Tampa. This **compulsory** interview will be in accordance with the guidelines set forth by the Academy Selection Board. Interviews will be conducted in person and prospective applicants should plan accordingly. **The personal interview is a mandatory element of the application process. Note: Interviews are held for one day only (October 26, 2016). Please keep the interview date open on your calendar. There are no make-up or alternate dates.** If you are a dependent of an active-duty military member, or a student who resides outside Florida, please note this on your application.

SAT / ACT SCORES

The Scholastic Aptitude Test (SAT) and American College Testing Assessment Test (ACT) are the most important academic requirements of the academies. As a general rule, no combined score below 1600 will be considered competitive. Senator Nelson's SAT code is **0220** and ACT code is **7118**. **If they are not noted on your official academic transcript, SAT and ACT scores must be forwarded directly from the testing center to Senator Nelson's office located at 225 East Robinson Street, Suite 410, Orlando FL 32801.** Should you receive an invitation for an interview, please bring any updated test scores with you. **NOTE: Minimum SAT and ACT scores must be met by the postmarked deadline of September 5, 2016 to be eligible for an interview with Senator Nelson's nominating board.**

ACADEMY	SAT	ACT
United States Air Force Academy Telephone: (800) 443-9266 Director of Admissions 2304 Cadet Drive, Suite 2400 USAF Academy, Colorado 80840-5025	590 Verbal 590 Math 550 Writing	26 English 26 Math 7 Writing Subscore
United States Merchant Marine Academy Telephone: (866) 546-4778 Director of Admissions 300 Steamboat Road, Admissions Center Kings Point, New York 11024-1699	580 Verbal 580 Math 550 Writing	26 English 26 Math 7 Writing Subscore
United States Military Academy Telephone: (845) 938-4041 Director of Admissions 606 Thayer Road, Building 606 West Point, New York 10996-1713	590 Verbal 590 Math 550 Writing	26 English 26 Math 7 Writing Subscore
United States Naval Academy Telephone: (410) 293-4361 Candidate Guidance Office 117 Decatur Road Annapolis, Maryland 21402-5018	600 Verbal 600 Math 550 Writing	26 English 26 Math 7 Writing Subscore

United States Coast Guard Academy A congressional nomination is not required for admission to the United States Coast Guard Academy. Therefore, it is not necessary to complete the attached application.

If you are interested in attending the United States Coast Guard Academy, you are encouraged to visit the academy website at www.uscga.edu to obtain your admissions officer, application and eligibility information. Additionally, you may call the Admissions Hotline at (800) 883-8724, the main Admissions line at (866) 435-7196 or contact the academy via mail at: 31 Mohegan Avenue, New London, Connecticut 06320-8103. To be considered for admission, you must submit all required application materials by February 1st of the year of entrance (October 15th or November 1st of the year prior to entrance for Early Action consideration).

ACADEMY CHECKLIST

Applicant Name: _____ (Print) Social Security No. -- -- (Full)

Academy: ☐ Air Force ☐ Merchant Marine ☐ Naval ☐ Military (check one only)

Do you currently reside outside of the State of Florida? ____ No ____ Yes if yes, where? _____

Will you be outside of the State on Interview Day? ____ No ____ Yes if yes, where? _____

INSTRUCTIONS

Read all material carefully, then with equal care, complete the required forms and provide all requested data by **September 5, 2016**. **All required information must be submitted in a single mailing.** Your application is considered complete when the application and the following materials are received by the Orlando, Florida office.

I. In a large envelope, return the following items (I, II, III, IV):

- ____ Completed application
- ____ Academic Recommendation form in sealed envelopes with signature across seal (must be completed by school official)
- ____ Personal statement typed, outlining why you wish to attend a service academy (1 page only)
- ____ This checklist with interview location noted below
- ____ Two (2) letters of recommendation in sealed envelopes with signatures across seal

II. Official High School, Junior College or College Transcripts

High School and College transcripts are used to measure an individual's scholastic achievements, interests and progress. **Transcripts must show your final junior year grades, GPA and approximate class rank.** An official, sealed transcript from all high schools, junior colleges or colleges you have attended should be returned to you in a sealed envelope. A report card copy will not be accepted as a substitute.

III. Qualifying Applicant Test Scores

SAT or ACT scores are required as part of the nomination process. Submitted scores must meet the minimum levels indicated on page two by the postmark deadline. If you have not taken the test before the postmark deadline, you will not be eligible for nomination during this cycle. **If they are not noted on your official academic transcript, test scores must be forwarded directly from the testing center to the Orlando, Florida office by September 5, 2016.**

IV. Personal Interview Location *Please keep the interview date open on your calendar. There are no make-up or alternate dates.*

Personal interviews will be conducted on Wednesday, October 26, 2016. Please select your county of residence. If qualified, you will be notified of the interview time.

- ____ **Fort Lauderdale** (Broward, Collier, Hendry, Martin, Miami-Dade, Monroe, Palm Beach, St. Lucie Counties)
- ____ **Jacksonville** (Alachua, Baker, Bradford, Clay, Columbia, Duval, Flagler, Levy, Nassau, Putnam, St. Johns, Union Counties)
- ____ **Orlando** (Brevard, Indian River, Lake, Marion, Okeechobee, Orange, Osceola, Polk, Seminole, Sumter, Volusia Counties)
- ____ **Tallahassee** (Bay, Calhoun, Dixie, Escambia, Franklin, Gadsden, Gilchrist, Gulf, Hamilton, Holmes, Jackson, Jefferson, Lafayette, Leon, Liberty, Madison, Okaloosa, Santa Rosa, Suwannee, Taylor, Wakulla, Walton, Washington Counties)
- ____ **Tampa** (Charlotte, Citrus, DeSoto, Glades, Hardee, Hernando, Highlands, Hillsborough, Lee, Manatee, Pasco, Pinellas, Sarasota Counties)



U. S. Senator Bill Nelson • 2016 Service Academy Application

Please type or print the required information on all pages.

Submit application materials in its entirety only.

Personal Data					
Full Legal Name				Preferred Name	
Street Address					
City		State		Zip Code	
County				Congressional District Number (1-27)	
Home Phone				Are you are resident of Florida	<input type="radio"/> Yes <input type="radio"/> No
Cell Phone				Are you a citizen of the United States	<input type="radio"/> Yes <input type="radio"/> No
E-mail Address				Date of Birth	
Gender	<input type="radio"/> Female <input type="radio"/> Male			Place of Birth	
Social Security Number (last 4 digits)					

Temporary or Mailing Address (if applicable and different from above)					
Street Address					
City		State		Zip Code	

Parent or Guardian Information					
Name		Daytime Phone		Relationship	
Name		Daytime Phone		Relationship	

Academic Information					
I am currently attending	<input type="radio"/> High School <input type="radio"/> College <input type="radio"/> Prep School <input type="radio"/> Enlisted in the Military Active Duty <input type="radio"/> Reserves <input type="radio"/> National Guard				
Name of School					
School Phone Number			Date of Graduation		
Name of Academic Advisor			Phone Number		
Are you taking or enrolled in (check all that apply)	<input type="radio"/> Honor Classes <input type="radio"/> AP Classes <input type="radio"/> Dual Enrollment Program <input type="radio"/> AICE Program <input type="radio"/> IB Program				
SAT Test Scores	Critical Reading		Math		Writing
ACT Test Scores	English		Math		Writing Subscore (2-12)

Military Academy Information	
Choice of Service Academy (choose <u>one</u> only)	<input type="radio"/> Air Force <input type="radio"/> Merchant Marine <input type="radio"/> Military <input type="radio"/> Naval
You are encouraged to submit applications with all of your available nominating sources.	
I have submitted applications with the following (check all that apply)	
<input type="radio"/> U. S. Senator (enter Name)	For <input type="radio"/> Air Force <input type="radio"/> Merchant Marine <input type="radio"/> Military <input type="radio"/> Naval
<input type="radio"/> U. S. Congressperson (enter Name)	For <input type="radio"/> Air Force <input type="radio"/> Merchant Marine <input type="radio"/> Military <input type="radio"/> Naval
<input type="radio"/> Other Source (enter Name)	For <input type="radio"/> Air Force <input type="radio"/> Merchant Marine <input type="radio"/> Military <input type="radio"/> Naval
I have applied for admission to (check all that apply) <input type="radio"/> Air Force <input type="radio"/> Merchant Marine <input type="radio"/> Military <input type="radio"/> Naval	



U. S. Senator Bill Nelson • 2016 Service Academy Application

Extracurriculars, Awards and Achievements

List any school or community activities, awards and achievements below. You may complete this form or attach your own typed list. ☐ Check here if you are adding supporting documents and will leave this section blank.

ACTIVITY	BRIEF DESCRIPTION	WHEN

Acknowledgement

I have read and fully understand the requirements and procedures for obtaining a nomination to the service academies by Senator Nelson and do hereby apply for a nomination. I also understand the Academy Selection Board reserves the right to reject any application which contains inaccurate information. Additionally, a nomination through Senator Nelson's office does not guarantee acceptance by a Service Academy. A Congressional nomination is only a part of the process. Each academy admissions board ultimately determines who receives an academy appointment, and appointments are solely at the discretion of the academies.

Signature _____

Date _____



U. S. Senator Bill Nelson • Academic Recommendation Form

Please type or print the required information on all pages.

Student Section

Fill out the section below. Then give this form to your school counselor or principal

Full Name of Applicant					
	Last	First	Middle		
Street Address					
City		State		Zip Code	
Home Phone					
Date of Birth		Social Security No.	xxx - xx-	Year in School	

Counselor / Principal Section

We would like a candid evaluation of the this student's ability. This form must be completed by either a high school principal or guidance counselor. Please note that the completion of the recommendation form is a requirement. Type or print and return the completed form to the applicant in a sealed envelope with your signature across the seal.

The following information must be included as it is an integral part of the service academy candidate's application. If your school does not rank students, please provide an accurate estimate of the applicant's class standing and an appropriate rank.

Name _____ Position _____

School Address _____

Office Phone _____ E-mail Address _____

Student's Class Rank ☐ Top 5% ☐ Top 10% ☐ Top 15% ☐ Top 20% ☐ Top 25% ☐ Below 25%

Student's Un-Weighted GPA ☐ 1.0 - 1.49 ☐ 1.5 - 2.49 ☐ 2.5 - 3.49 ☐ 3.5 - 4.0

SAT Test Scores Critical Reading _____ Math _____ Writing _____

ACT Test Scores English _____ Math _____ Writing Subscore (2-12) _____

Student is taking or enrolled in (check all that apply) ☐ Honor Classes ☐ AP Classes ☐ Dual Enrollment Program
☐ AICE Program ☐ IB Program

Please use the following scale to rate the student's abilities.	Excellent	Good	Fair	Poor
Leadership potential				
Ability to get along with and work well with others				
Attendance, punctuality and dependability				
Works well under pressure				
Able to take criticism				
Strong character and integrity				

I recommend this student ☐ enthusiastically ☐ without reservation ☐ with reservation

Additional
Comments _____

Signature _____ Date _____

2016 Academy Calendar

March 7, 2016	Application process opens.
September 5, 2016	Postmark deadline for file completion and submission of information. Applications postmarked after this date will be considered incomplete and not eligible for consideration.
October 11 - 14, 2016*	Interview notices mailed to qualified candidates.
October 26, 2016	Personal interview. Please keep the interview date open on your calendar. There are no make-up or alternate dates.
December 12, 2016*	Nominee notification of status by mail begins.

** Date subject to change*

SEND ALL CORRESPONDENCE REGARDING SERVICE ACADEMY NOMINATIONS TO

U. S. Senator Bill Nelson
Attention: Service Academy Coordinator
225 East Robinson Street, Suite 410
Orlando, Florida 32801

Telephone: (407) 872-7161 or
(888) 671-4091 *(toll-free in Florida only)*

Fax: (407) 872-7165

Website: <http://www.billnelson.senate.gov>

Applications returned to locations other than the Orlando, Florida office may cause delays in processing.



Bill Nelson
Florida

Helpful Hints For Completing the Service Academy Application Process

Please read this in its entirety prior to completing your application.

- Follow all directions in the application packet carefully to ensure your application is submitted correctly. **All application materials must be submitted at the same time in one large envelope** (9 x 12 preferably).
- Once the Orlando office receives your application materials, processing will take approximately 7 to 14 days. Applications submitted closer to the postmark deadline may take an additional two weeks for processing. **Due to the high volume of submissions, please do not call to verify receipt of your application unless you have not received notification after four weeks.** Once your application has been processed, a notification letter with the status of your application will be mailed. Applications submitted within two weeks of the postmark deadline may receive notification of receipt within 4-6 weeks.
- Applications received at office locations other than the Orlando, Florida office may be delayed. The U. S. Senate's mail security policy for all Washington, D.C. offices remains in effect. This policy requires that all mail must go through an irradiation process before it can be received and opened. Consequently, mail sent directly to the Washington, D.C. office may not be received in that office for four to six weeks. It will take an additional one to two weeks for mail to be received in the Orlando office that has been forwarded from the Washington, D. C. office.
- Applications sent to other state office locations may be forwarded to the Orlando office. However, there is no guarantee the application will arrive prior to the postmark deadline. If your application is sent to a location other than the Orlando office, is forwarded and arrives in Orlando after the postmark deadline, it may be considered late and may not be accepted for the current nomination cycle.
- All applicants must be legal residents of the state of Florida (example: Parents, Guardians or applicants are registered to vote, or primary residence is in Florida). For applicants whose parents or guardians are stationed overseas or outside the State, the home of record must be Florida.
- If you applied for a nomination during a previous year, you will need to complete the current application and resubmit all materials.
- **Keep the interview date open on your calendar. Interviews are held on the date published in the application. There are no make-up or alternate dates.**
- **Presentation materials are not necessary when assembling your application.** All staples, binders, jackets, plastic sleeves, report covers or other materials used to assemble applications are removed and discarded prior to presenting them to board members for review.
- Letters of recommendation should be written on your behalf by non-family members. **All letters of recommendation must include the signature of the letter writer.** Letters with no signature or an electronic signature may be rejected.
- Please do not request any additional recommendations be sent on your behalf to the office independent of the two required recommendations submitted with your application. Letters in excess of this amount may not be reviewed. You are encouraged to use your two best recommendations. Letters should be from someone who knows you well and can speak about your character, integrity and your ability to succeed as a candidate. The letter should not recap your student activities that are already included in the application, but focus on the writer's interaction with you and any personal anecdotes. NOTE: If a letter is submitted as part of the Academic Recommendation form, you may still include two additional letters of recommendation.

- Throughout the application process, review board members and academies will be looking at the following factors: character, academics, leadership, physical aptitude, medical fitness, goals and motivation. These qualities are required to meet the challenges of the academy program and, subsequently in becoming a commissioned officer.
- The Academy Checklist is an integral part of the application and must be completed and returned with the rest of your application materials.
- **Applications received without all supporting documents within the same envelope are considered incomplete.** When approaching individuals who will provide information for your application, let them know you need the information back in a signed, sealed envelope. Additionally, let them know your application must be submitted with all supporting documents.
- The nomination process is extremely competitive. It is understood that you will complete multiple applications. Make sure you return the correct application materials to the correct Congressional member. **Forms received for applications other than Senator Nelson will not be accepted in lieu of Senator Nelson's application forms.** Your application will be considered incomplete.
- Official SAT or ACT test scores are accepted directly from the testing facility or as listed on high school or college transcripts. Student copies are not accepted as official test scores. Check with your school to find out whether your scores are listed on your transcript, and if they are the most recent.
- SAT or ACT tests should be taken well before the postmark deadline. Once an application is submitted, you may update your test scores up to the postmark deadline. **The writing portion of the test is required.** Applications that do not reflect scores for the writing portion of either the SAT or ACT will be considered incomplete.
- The application listed at <http://billnelson.senate.gov> is a fill-in form. This means that you may type directly into the application, print and sign it to prepare it for mailing with the rest of your supporting documents. To cut down on errors, you are encouraged to type or neatly print your information onto the application.
- **If you a Floridian currently living outside the state of Florida and qualify for an interview, you must contact the Orlando office as soon as possible to discuss the interview process.** You are encouraged to submit your application as soon as possible to ensure any additional measures that must be taken are completed prior to interview day.
- If you are attending a college, university or prep school in a Florida county that is not your home county, please make a note of this on the Academy Checklist.
- **Prep School Applicants:** You are advised to submit your application for consideration for a nomination prior to leaving for school. Waiting until you begin school is not advised due to the rigors of your class schedule and communication limitations.
- Obtaining a Congressional Nomination is an extremely competitive process. Senators may nominate applicants from any of Florida's 67 counties. Representatives nominate applicants who reside in their Congressional district. You are encouraged to submit applications with both of your Senators and Congressional District Member of Congress. You may find your Congressional District office at <http://www.house.gov>.

- **Additional Nomination Sources.** Check the respective service academy web site for eligibility requirements.

The President of the United States

Presidential Nominations are awarded to sons and daughters of career military personnel. Applicants must meet specific eligibility requirements. The President is also authorized to appoint children whose parents are recipients of the Medal of Honor. Contact the Service Academy you are interested in attending for more details.

The Vice President of the United States (Air Force, Military and Naval Academies only).

The Vice President is the only authorized source who can nominate U. S. citizens without geographical restrictions.
<http://www.whitehouse.gov/administration/vice-president-biden/academy-nominations>

ROTC/JROTC

ROTC and JROTC nominations are awarded to students who are enrolled in an ROTC or JROTC program. Contact should the school administering the program for additional details.

- Due to the volume of applicants, only one application may be submitted with Senator Nelson's office for one academy only.
- Contact and register with each Service Academy in which you have an interest. Applying to one academy does not mean you have applied to all four service academies. Application materials supplied to Senator Nelson's office are separate from what you will be asked to submit to the academies or other congressional offices.
- Home-schooled students are encouraged to apply, and must meet the same criteria as students coming from traditional school settings.
- Active Duty Service Applicants. Qualified members of the U. S. Armed Forces are encouraged to apply for admission to a service academy. The application process for enlisted members is essentially the same as for students applying for admission directly out of high school. However, you should also check with your Commanding Officer to seek a nomination through the Command. The process may differ for each academy. You may find additional information at:

United States Air Force Academy

<http://www.academyadmissions.com/admissions/the-application-process/nominations/>

United States Merchant Marine Academy

<http://www.usmma.edu/admissions/application/prior-service>

United States Military Academy

http://www.usma.edu/admissions/SitePages/FAQ_Soldiers.aspx

United States Naval Academy

<http://www.usna.edu/Admissions/Steps-for-Admission/Active-Duty-Service-Applicants.php>

United States Coast Guard Academy

A Congressional Nomination is not needed to attend the Coast Guard Academy. Admittance is based solely on personal merit.

<http://www.cga.edu/admissions2.aspx?id=315>

- Upon graduation from a Service Academy, you are obligated to serve a minimum of five years of active duty. Check directly with your academy of choice for specifics as they may vary from academy to academy.
- All questions should be directed to Senator Nelson's Orlando office at (407) 872-7161 or (888) 671-4091 (*toll free in Florida only*).
- All applicants are encouraged to apply early. Extensions beyond the postmark deadline are not possible. Applications received after this date will not be considered for a nomination.
- Please note that **interview space is limited and we cannot accommodate requests for changes in the schedule**. Should you be granted an interview, we will do our best to schedule your interview at a location close to your home. If you are attending a college, university or prep school that is outside of the county of your permanent residence, please note this on your Academy Checklist.
- **Interview appointment slots are limited.** All completed applications will be reviewed and evaluated based on the candidate's potential to secure an appointment to the academy and to successfully complete the academy's leadership, academic, and physical requirements. The most competitive candidates will be scheduled for an interview with Senator Nelson's Service Academy Selection Board.
- Interviews will take place in Tallahassee, Jacksonville, Orlando, Tampa and Fort Lauderdale. If all interview slots are filled and you qualify for an interview, you may be offered the opportunity to interview at a location with an open interview slot.
- A nomination through Senator Nelson's office does not guarantee the applicant will be accepted by an academy. A congressional nomination is only a part of the process. Each academy's admissions board ultimately determines who receives an academy appointment, and appointments are solely at the discretion of the academies.