



# UNITED STATES SERVICE ACADEMIES

Congressional Nomination Application Packet



UNITED STATES CONGRESSWOMAN

## MARCY KAPTUR

Representing the 9th District of Ohio



# CONGRESSWOMAN MARCY KAPTUR NOMINATION INFORMATION & REQUIREMENTS

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## I. GENERAL INFORMATION

Because of the extremely keen competition for nominations, you are urged to apply to every nominating authority which your eligibility allows, (Senators, Congressmen, President, Vice President, as a Child of a Deceased or Disabled Veteran). However, if you receive a nomination from another source, I will not be able to duplicate that nomination. Since the academies are able to award more appointments than are provided by Congressional vacancies and other categories, no candidate who is highly qualified needs more than one nomination to obtain an appointment. By the same token, no candidate who fails to meet academy standards will benefit by having multiple nominations. In order that more Ninth Congressional District applicants will have an opportunity to be reviewed by the academies, please let me know immediately if you are nominated by another authority.

Each Congressional Office uses a selection process which is designed to meet its own needs and standards. The different procedures are often confusing to applicants who apply to more than one office. Last minute misunderstandings can be avoided by carefully studying and following the instructions of each office. Please call my office with any questions, 800-964-4699.

Certain information is required as outlined below in order for you to be considered as an applicant. It is your responsibility to submit this information and to keep it updated. THE DEADLINE FOR RECEIPT OF APPLICATION MATERIALS IS Tuesday, October 15, 2024. There must be adequate time to assess each candidate's qualifications as such, late applications will not be accepted. In addition, all applicants must have open candidate files at any Academy you wish to attend.

Careful thought should be given to your first choice of an academy. Second and third choices can be considered only in the event that there are not sufficient numbers of qualified candidates in an academy category to fill a slate of nominees. First choice designations may be changed at any time before nominations are made.

## II. REQUIREMENTS

**Residency:** Applicant must be a legal resident of the Ninth Congressional District of Ohio.

**Application Form:** The enclosed application must be completed and returned by October 15, 2024 to my Toledo Office. All forms should be mailed to Rep. Marcy Kaptur, 1 Maritime Plaza, #600, Toledo, OH 43604. Formal candidacy is established in my office upon receipt of the application. It is not necessary for you to send all required information at once, and you should not wait to file your application if transcripts or test scores are not immediately available.

**Recommendation Form:** The enclosed Recommendation Form must be completed by your school Guidance Counselor or Principal and returned to my Toledo office.

**Transcript:** An official transcript of your high school record and class rank must be submitted to my Toledo office. This transcript must show your final junior year grades and class rank. If you apply before this information is available, it is your responsibility to request your Guidance Counselor to send an up-to-date transcript and to keep your records current.

**College Boards:** The SAT or ACT are required entrance examinations by the Service Academies for candidate admittance. Applicants are responsible for registration for tests and for requesting scores to be sent to both the academy and to my office. Direct scores to my office by indicating 1364 for SAT or 7605 for ACT as the code and Representative Marcy Kaptur as score recipient on the CEEB form. If you are unable to include my office in your original choices for test reports, send a copy of the report you receive to my Toledo office in order to save time and the additional report fee. If you submit more than one set of scores, the higher scores will be counted. The minimum SAT scores for the academies are 500 verbal and 500 math. Minimum ACT scores for the academies are 21 English, 19 Social Studies, 24 Mathematics, and 24 Natural Science. Historically, all cadets are from the top 25% of their high school class.

**Letters of Recommendation:** Letters of recommendation are required and may be sent with the application or separately.

**Qualifying Medical Examination:** The individual academies will recommend the scheduling of medical examinations to the Department of Defense Medical Examination Review Board after receipt of the pre-candidate questionnaire, which is used to open a preadmission file at the academy. There is no cost to the candidate for this examination. Be sure to mail the appropriate yellow, blue or green cards, included in this packet of information, as soon as possible to the appropriate academy/academies.

**Leadership:** Leadership potential and physical fitness are judged from the information provided on your Application Form. This information should be kept up to date. Unlike civilian colleges, the service academies place strong emphasis on physical training. In addition, like civilian colleges and universities, the service academies place a high premium on leadership and extra-curricular activities. Therefore, consideration must be given to each candidate's proven ability in these areas.

### III. TYPE OF NOMINATION

For each vacancy at each of the academies, I may nominate ten candidates, with the exception of the Merchant Marine Academy. At the Merchant Marine Academy ten candidates will be selected for nomination to compete for the state quota of ten. Under the competitive method, which I generally use, the candidates selected for nomination will be evaluated by the respective academies, which will make the final appointment.

*NOTE: There are no congressional nominations to the U.S. Coast Guard Academy.*

### IV. BASIS FOR SELECTION

Selections are made competitively on the basis of a composite of academic factors and leadership potential, extra-curricular activities, physical fitness and recommendations. The following are included:

- School records, class rank, and grade point average.
- Extra-curricular activities.
- College Board Scores – normally, a competitive candidate will have SAT scores above 540-620 verbal and 630-710 math, or ACT scores above 23-27 English, 24-29 Social Studies, 27-32 Mathematics, and 28-32 Natural Science. and will stand in the upper 25% of their class. The higher your scores and class standing, the greater your chances for a nomination, assuming qualification in the remaining areas of consideration.
- Motivation – one of the most important considerations in the selection of nominees is motivation – the candidate's desire to attend an Academy. It is also the most difficult to measure. To an extent, motivation can be judged by a candidate's diligence in completing his or her file, which is one reason those who have incomplete files are not considered for nominations. In addition, candidates are invited to write an essay on their reasons for wanting to attend an academy.

# CONGRESSWOMAN MARCY KAPTUR SERVICE ACADEMY APPLICATION FORM

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**DEADLINE: OCTOBER 15, 2024**

Submit electronically or mail to Congresswoman Marcy Kaptur, 1 Maritime Plaza, #600,  
Toledo, OH 43604. Direct questions to 800-964-4699 or [austin.serna@mail.house.gov](mailto:austin.serna@mail.house.gov)

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## General Applicant Information

List your first, second, and third choices of academies

#1 Select One #2 Select One #3 Select One

Name: \_\_\_\_\_  
(First) (Middle) (Last)

Legal Address in the 9th District of Ohio: \_\_\_\_\_

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

Phone Number (cell): \_\_\_\_\_ Phone Number (home): \_\_\_\_\_

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

Date of Birth: \_\_\_\_\_ Place of Birth: \_\_\_\_\_

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

Gender: \_\_\_\_\_ Height: \_\_\_\_\_ Weight: \_\_\_\_\_ Uncorrected Visual Acuity: \_\_\_\_\_

## Parent/Guardian Information

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

Occupation: \_\_\_\_\_

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

Occupation: \_\_\_\_\_

School Information

High School: \_\_\_\_\_ Graduation Date: \_\_\_\_\_

Counselor’s Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Grade Point Average: \_\_\_\_\_ Class Rank: \_\_\_\_\_

Highest ACT/SAT Scores: ACT: \_\_\_\_\_ SAT Math: \_\_\_\_\_ SAT Verbal: \_\_\_\_\_ SAT Writing: \_\_\_\_\_

If you have attended college, where and when? \_\_\_\_\_

If you have attended a Service Academy Preparatory Academy, where and when?

\_\_\_\_\_

Athletics

Please list all athletics you participate in, at what level and which years:

| Name | Level | Year(s) of Participation |
|------|-------|--------------------------|
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|      |       |                          |
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|      |       |                          |
|      |       |                          |



Extra Curricular Activities

Please list all that you participate in, and which years:

| Activity | Year(s) of Participation |
|----------|--------------------------|
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|          |                          |

Awards/Honors

Please list your recent awards/honors, and the years you were awarded:

| Award Name | Year(s) Awarded |
|------------|-----------------|
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|            |                 |
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|            |                 |
|            |                 |
|            |                 |

Employment information

Current and former place(s) of employment, if any:

How many hours per week:\_\_\_\_\_ After school hours: \_\_\_\_\_ Summer hours: \_\_\_\_\_

Additional Employment Information:

Service Academy Information

I am also seeking a nomination through: \_\_\_\_\_

I have previously sought a nomination through (name person, when, results):

| Name/Person | When | Results |
|-------------|------|---------|
|             |      |         |
|             |      |         |
|             |      |         |
|             |      |         |
|             |      |         |
|             |      |         |

You must have an open file at the academies you are seeking a nomination from. Please list where you have an open file:

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If you are being recruited at an Academy, please state which one:

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## Essay

In no more than 300 words, please state why you want to attend a United States Service Academy.

### PLEASE READ BEFORE SIGNING

I have read the information sheet explaining the nominating procedure of Congresswoman Kaptur and I am familiar with her requirements. I CERTIFY THAT I AM A LEGAL RESIDENT IN THE NINTH DISTRICT OF OHIO. If I have not submitted all necessary data by the Tuesday, October 15, 2024 deadline, I understand that I may not be given final consideration for a nomination.

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_



# CONGRESSWOMAN MARCY KAPTUR SERVICE ACADEMY RECOMMENDATION FORM

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**DEADLINE: OCTOBER 15, 2024**

Submit electronically or mail to Congresswoman Marcy Kaptur, 1 Maritime Plaza, #600,  
Toledo, OH 43604. Direct questions to 800-964-4699 or [austin.serna@mail.house.gov](mailto:austin.serna@mail.house.gov)

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*This form must be completed by either the Principal or a Guidance Counselor of the school that the applicant attends. Additional letters of recommendation are welcome.*

Applicant Name: \_\_\_\_\_  
(First) (Middle) (Last)

Address of Applicant: \_\_\_\_\_

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

Address of School: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Applicant's Year in School: \_\_\_\_\_ Class Rank: \_\_\_\_\_ G.P.A.: \_\_\_\_\_

Leadership Characteristics:

Personality Traits:

Ability to work under pressure:

Ability to get along with others:

List of applicant's school activities:

General Comments/Recommendation (Your comments are most helpful, so please complete this section or attach a recommendation letter):

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

Position: \_\_\_\_\_



 RepMarcyKaptur

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[kaptur.house.gov](http://kaptur.house.gov)

**TOLEDO OFFICE** One  
Maritime Plaza, # 600  
Toledo, OH 43604  
**Phone:** 419-259-7500  
**Fax:** 419-255-9623

**WASHINGTON D.C. OFFICE**  
2186 Rayburn Building  
Washington D.C. 20515  
**Phone:** 202-225-4146  
**Fax:** 419-255-9623

Front Cover Photo: The United States Naval Academy holds an Oath of Office Ceremony for the members of the Class of 2024, Companies 16-30. (U.S. Navy photo by Mass Communication Specialist 2nd Class Nathan Burke/Released)

Photo Above: The U.S. Military Academy at West Point held its graduation and commissioning ceremony for the Class of 2020 on The Plain in West Point, New York, June 13, 2020. (Photo Credit: Brandon O'Connor)