

2023 Service Academy Nomination Packet

THE OFFICE OF CONGRESSWOMAN JAHANA HAYES

Questions?

CONTACT: KIM WACHTELHAUSEN | KIM.WACHTELHAUSEN@MAIL.HOUSE.GOV

Contents

A Letter from Congresswoman Jahana Hayes.....	1
General Information.....	3
Required Documents/ Document Checklist.....	6
Nomination Application	7
Section 1 – Demographic Information	7
Section 2 – Academic History.....	8
Section 3 – Accomplishments	9
Section 4 – Personal Statement.....	11

JAHANA HAYES
5TH DISTRICT, CONNECTICUT

1415 LONGWORTH HOUSE OFFICE BUILDING
WASHINGTON, D.C. 20515
(202) 225-4476

108 BANK STREET
SECOND FLOOR
WATERBURY, CT 06702
(860) 223-8412
<https://hayes.house.gov>



Congress of the United States
House of Representatives
Washington, DC 20515

COMMITTEE ON EDUCATION AND LABOR

SUBCOMMITTEE ON EARLY CHILDHOOD,
ELEMENTARY, AND SECONDARY EDUCATION

SUBCOMMITTEE ON CIVIL RIGHTS AND
HUMAN SERVICES

COMMITTEE ON AGRICULTURE

SUBCOMMITTEE ON NUTRITION, OVERSIGHT,
AND DEPARTMENT OPERATIONS

SUBCOMMITTEE ON LIVESTOCK AND
FOREIGN AGRICULTURE

April 19, 2023

Dear Applicant,

Your interest in this process demonstrates that you are a highly motivated, well-rounded, service oriented young person. Please know, if this journey does not end with an acceptance letter from a service academy, there are many other ways to access higher education through military service such as via an ROTC program or the Connecticut National Guard. My staff will be happy to provide you with a comprehensive list of this information if you are interested.

If accepted, you will have a unique opportunity to develop physically, ethically, and intellectually while building a foundation for an exciting, challenging, and rewarding career as a military officer in the service of our nation. Connecticut students are traditionally very successful at the academies, and I'm pleased to do my part to ensure that the communities of the 5th Congressional District continue to provide some of the next generation's outstanding military leaders.

A congressional nomination is required for students wishing to enter the U.S. Military Academy, West Point, NY; the U.S. Naval Academy, Annapolis, MD; the U.S. Air Force Academy, Colorado Springs, CO; and the U.S. Merchant Marine Academy, Kings Point, NY. Successful applicants will have a broad academic background, the ability to pass a physical aptitude test, and strong leadership potential. An applicant must also be a United States citizen, a high school graduate between the ages of 17 and 23, unmarried, have no dependents, and be of high moral character. Acceptance of a service academy appointment requires at least a nine-year service obligation, including four years at an academy and five years of active duty service. If you are interested in a nomination, you must apply to my office by October 20, 2023. We will be reviewing applications for the class entering in July of 2024. Please contact my district office at 860-223-8412 with any questions.

JAHANA HAYES
5TH DISTRICT, CONNECTICUT

1415 LONGWORTH HOUSE OFFICE BUILDING
WASHINGTON, D.C. 20515
(202) 225-4476

108 BANK STREET
SECOND FLOOR
WATERBURY, CT 06702
(860) 223-8412

<https://hayes.house.gov>



Congress of the United States
House of Representatives
Washington, DC 20515

COMMITTEE ON EDUCATION AND LABOR

SUBCOMMITTEE ON EARLY CHILDHOOD,
ELEMENTARY, AND SECONDARY EDUCATION

SUBCOMMITTEE ON CIVIL RIGHTS AND
HUMAN SERVICES

COMMITTEE ON AGRICULTURE

SUBCOMMITTEE ON NUTRITION, OVERSIGHT,
AND DEPARTMENT OPERATIONS

SUBCOMMITTEE ON LIVESTOCK AND
FOREIGN AGRICULTURE

As I'm sure you already know, I am given a limited number of nominations each school year. No matter the outcome of this process, I know you will go on to serve our country (both inside and outside of the United States Military) with your unique skills.

Sincerely,

A handwritten signature in blue ink that reads "Jahana Hayes". The signature is written in a cursive style with a large initial "J".

Jahana Hayes
United States Representative

General Information

Note: Please read carefully and reach out to my office with any questions at 860-223-8412

An appointment to the U.S. Military Academy, U.S. Naval Academy, U.S. Air Force Academy, or U.S. Merchant Marine Academy is a distinct and rare honor. Acceptance of an academy appointment requires at least a **nine-year service obligation**, including four years at an academy and five years of active duty service.

Eligibility: To be eligible for appointment, you must be an American citizen, at least 17 years old and not yet 23 years old on July 1 of the year you enter an academy (25 years old for United States Merchant Marine Academy). Further, you must not be married or pregnant, and you must not have any legal obligation to support children or other dependents. To apply for a nomination through my office, you must also be a legal resident of Connecticut's 5th Congressional District. If you are not certain that your legal domicile is in Connecticut's 5th, call my office and request address verification.

All applications are required to be typed. Hand written applications will not be accepted. Should you need access to a computer to complete your application, please reach out to my office at 860-223-8412 and my staff will arrange a opportunity for you.

Nomination: The nomination process is very competitive. I urge you to apply for a nomination from me, as well as from our Senators, who can nominate qualified applicants to the four service academies. Applying for more than one nomination increases your chances of securing a nomination. More than one nomination is not required. **If you are offered an appointment before hearing from my office, please notify me so that I may allow other candidates the opportunity for nomination.** If you are interested in attending the U.S. Military Academy, U.S. Naval Academy, and U.S. Air Force Academy, you may also qualify for nomination through other sources, including:

- President Joseph R. Biden, who nominates children of career military personnel, deceased or disabled veterans, military or civilian personnel in missing status, and Medal of Honor recipients;
- Vice President Kamala D. Harris, who nominates five individuals from across the United States per year; and
- The Secretary of the Army, Navy, or Air Force, who nominates members of regular military, reserve components, and participants in the ROTC.

A nomination is only one of the requirements for matriculation at one of our nation's service academies. **You must also apply directly to each service academy individually.** At the time you contact this office, you should also request admissions information from each academy to which you plan to apply, by writing to them at the following addresses:

United States Naval Academy
USNA Candidate Guidance Office
Annapolis, MD 21402-5018
<http://www.usna.edu/Admissions>

United States Military Academy
Admissions Office
600 Thayer Road West Point, NY 10996-9902
<http://admissions.usma.edu>

United States Air Force
Academy Admissions Office
USAF Academy, CO 80840-5025
<http://academyadmissions.com>

United States Merchant Marine Academy
Office of Admissions
Kings Point, NY 11024-1699
<http://www.usmma.edu/admissions/>

Evaluation Criteria: The academies consider evidence of character, scholarship, leadership, physical aptitude, medical fitness, personal goals, and motivation in performing each nominee's "whole-person" evaluation. These are also the criteria I use to determine nominations.

Character: Critical in the course of evaluating a candidate is a positive determination of the candidate's character. Absence of good moral character is cause for disqualification. Candidates are considered to have good moral character unless evidence exists to suggest otherwise.

Scholarship: Each element of a candidate's academic record is carefully evaluated by a service academy's admissions board. The elements evaluated include a complete high school record (and college record, when applicable), class standing, and either the SAT or ACT scores. All strengths and weaknesses in a candidate's academic background are considered.

Leadership: Participation and achievement in organized athletics, student body and class government, clubs and class extracurricular activities, scouting, boys or girls state, and church or other community-related activities demonstrate evidence of leadership potential. **Candidates who have found it necessary to work to provide family support are considered to have demonstrated desirable leadership potential.**

Physical Aptitude: Fitness tests are designed to determine each candidate's readiness to undertake the rigorous athletic and physical education program at each of the academies. Each academy also has its own test requirements. Results of the examination are evaluated, assigned a numerical score, and included in the whole-person evaluation by West Point. The Air Force, Naval, and Merchant Marine academies evaluate the results on a pass-or-fail basis.

Medical Fitness: A candidate who meets minimum scholastic standards will be scheduled to take a service academy qualifying medical examination at a military or civilian contract facility near the candidate's home. Although medical qualification standards vary among the academies, only one exam is required. Different tests may be necessary, however, depending upon the academy. Scheduling and evaluation of the exam are arranged by the Department of Defense Medical Examination Review Board (DODMERB). Candidates who have questions about their medical exam results should direct them to:

DODMERB
8034 Edgerton Drive Suite
132 USAF Academy, Colorado 80840-2200
(719) 333-3562

Medical scheduling and evaluation are time-consuming processes, especially if consultation, re-testing, or corrective action is required. The process may take from six weeks to four months.

Motivation: Motivation is an intangible quality and difficult to evaluate; however, since it is most frequently the factor that determines an appointee's success or failure at a service academy, I make every effort to gauge a candidate's motivation. An attempt to measure motivation may be made through observation of the candidate's interest level in attending an academy and serving as an officer in the armed forces. Motivation may also be measured through an evaluation of correspondence, personal contacts, and care with which application materials are prepared.

Applicant Evaluation by Service Academies: Each academy uses a questionnaire to make an initial assessment of an applicant's potential for appointment. The results of this evaluation are provided by

each academy to Members of Congress to assist them in screening their applicants. Soon after the applicant returns the questionnaire, the admissions office will provide the applicant with an evaluation of the applicant's demonstrated ability to meet admissions standards. An applicant who meets the standards is declared a candidate; those who do not meet the standards at that point may later submit additional test scores or information to the academy for re-evaluation. The applicant must provide the following information: academic standardized test scores (SAT, ACT), rank in class and grade point average, Social Security number, and participation in high school extracurricular activities. **Be sure to complete a pre-candidate questionnaire for each academy in which you are interested.**

Contact Information: Address questions and correspondence regarding your application for a nomination to:

The Office of Congresswoman Jahana Hayes
Attn: Kim Wachtelhausen
108 Bank Street, 2nd Floor
Waterbury, CT 06702

Or
Call: 860-223-8412
Email: kim.wachtelhausen@mail.house.gov

Deadline: Postmarked no later than
October 20, 2023 or hand delivered no
later than 3:00 PM.

Applying for Admission to the United States Coast Guard Academy: The Coast Guard Academy (USCGA) is the only United States service academy that does not require a nomination for appointment. For information about the USCGA, you may write to:

United States Coast Guard Academy
Admissions Office
New London, CT 06320
<http://admissions.uscga.edu/i2e/admissions>

Required Documents/ Document Checklist

A Nomination Application (pages 7-12 of this packet)

A copy of your high school transcripts, including your GPA. If you have taken any college coursework outside of your high school, please include transcripts for those classes as well.

An official copy of your SAT or ACT scores: *These scores are often included on your transcript. If this is not the case, please submit a copy of your results with your application or arrange for them to be sent to our office.* The office's SAT number is 3466. The office's ACT number is 7313.

3 letters of recommendation: one from a teacher, principal, or guidance counselor; one from an employer, coach, or extracurricular faculty advisor; and one from any person of your choice who is not related to you.

Once you have checked all 4 of the boxes above, your application will be complete. **Please mail your completed application to my office, postmarked no later than October 20, 2023.** In person submissions will be accepted. My office is open from 9am-5pm, Monday-Thurs and closed on federal holidays.

Your full application is due:

Friday, October 20th, 2023

Your completed application should be mailed to my Waterbury office:

The Office of Congresswoman Jahana Hayes

Attn: Kim Wachtelhausen

108 Bank Street, 2nd Floor

Waterbury, CT 06702

860-223-8412

Nomination Application

Please fill out all information completely. If you don't have information for a specific section, include a statement in that section as to why. Leaving a section empty may adversely affect your chances for nomination.

Section I – Demographic Information

Full Name (Last, First, Middle):

Gender: _____

Date of Birth: _____

**Mailing Address that the academies
have on file for you (Number, Street,
City, State, and Zip):**

**Legal Guardian's Name and Address (if
different):**

Phone Number: _____

Email: _____

**School Principal or Academic Dean and
Contact Information:**

Temporary Address (If different from
above):

Date of Graduation: _____

Are you a United States citizen? (Please
circle)

Yes

No

Are you a 5th District Resident? (Please
circle)

Yes

No

Race (all that apply):

If not, please state connection:

Names and Addresses of all High Schools and/or Colleges Attended (include month and year of graduation):

Previous School/ University #1: _____

Previous School/ University #2: _____

Previous School/ University #3: _____

Previous School/ University #4: _____

At which academy/ academies have you begun your applications?

Do you have a pending application? Please list them in ranked order below. You will be considered for a nomination only where you have an application pending.

AIR FORCE _____ MERCHANT MARINE _____ NAVAL _____ MILITARY _____

Section 2 – Academic History

Latest cumulative grade point average: _____ on a scale of _____

SAT Scores:

Date(s) Taken _____ Highest Total Score _____

ACT Scores:

Date(s) Taken _____ Highest Composite Score _____

Section 3 – Accomplishments

*Please answer all questions completely and use the examples for reference. You may list up to 6 examples under each section. After each award, activity, or experience, please provide a brief (1-2 sentence) description. **Do not submit a resume in lieu of answering these questions.***

Awards and Honors (be specific):

School Related Extracurricular Activities (Please indicate years of participation. 1=Ninth Grade, 2=Sophomore, 3=Junior, 4=Senior):

Community Activities (please indicate duration and hours per week):

Paid Employment (please indicate duration, hours per week, and whether this job was during the summer, school year, or both):

Military Experience (e.g. JROTC or Civil Air Patrol; please indicate if this was a school year or summer activity, or both):

Section 3 – Personal Statement (maximum two pages)

In the pages below, describe why you wish to attend a service academy and what you hope to gain from the opportunity. If you feel that there are special conditions or circumstances that we should take into consideration, please elaborate briefly (e.x. an extremely difficult course load, a traumatic event that affected your performance).

Section 4 - Personal Statement (continued)