

Congressional Academy Nomination Guidelines- *U.S. Senator Chuck Grassley*

A. CONGRESSIONAL NOMINATIONS:

Air Force, Naval, and Military Academies: Each U.S. Senator and Representative may have a maximum of five appointees at each academy at any one time. This generally allows for one vacancy per year at each academy, however exceptions do exist.

Merchant Marine Academy: Each U.S. Senator and Member of Congress may nominate ten young men and/or women to enter state-wide competition for four places at the Merchant Marine Academy.

Coast Guard Academy: There are no Senatorial or Congressional nominations to the Coast Guard Academy. Applications should be mailed directly to:

Superintendent
United States Coast Guard Academy
31 Mohegan Avenue
New London, CT 06320

B. ACADEMY PREFERENCE: Some applicants are interested in one and only one of the academies. If so, please indicate that desire on the application form which my office provides. You should not indicate a second, third, and fourth choice if you have no interest in such alternatives. However, please understand that every academy will offer a similar academic experience—and for that reason, I encourage you to consider all of them.

If you do, however, have a genuine interest in more than one of the academies, then please list them in the order of preference. Applicants are sometimes nominated to an academy other than their first choice. Also, this gives the option of nominating you to more than one academy.

C. ELIGIBILITY: All candidates applying for one of my nominations must be citizens of the United States as of July 1 of the year of admission to an academy. They must be at least 17 years of age and not past their 23rd birthday on July 1 of the year they are admitted to the academy. They must have never been married.

D. MULTIPLE APPLICATIONS: Some applicants understandably seek a nomination to the academies from Senator Ernst, Congressman King, Congressman Blum, Congressman Young, Congressman Loebbeck, and me. They may also apply to the Vice President. This is a wise decision, as it gives you more than one chance to gain a nomination. If an applicant is nominated on one of these other lists, there is a chance I will not include him or her on my list since it may preclude some other worthwhile individual from being considered.

E. QUALIFICATIONS: Although standards vary among academies, candidates must generally be in the top half of their high school class in a college preparatory curriculum and score acceptably on their SATs and ACTs. For purposes of nomination, I require only the ACTs. You will need a minimum low 20's for the English or verbal, and high 20's for the math score. Applicants should have outstanding records of extracurricular activities in school, in their communities, or part-time jobs. The academies especially stress the importance of leadership both in and out of school.

The academies have very strict standards regarding the physical qualifications as outlined in the academy catalogs. If you have any questions about your physical condition, you may wish to have your family physician pre-determine whether you can meet the standards of the academy of your choice before applying.

F. APPLICATION PROCEDURE: Please send COMPLETED applications to my office.

Step 1: Complete the application form and other items noted on the enclosed checklist. Please include all information in the attached sheets. Please do not include resumes or create other documents. Only the information included in the attached sheets will be considered.

Step 2: Be sure your ACT or SAT scores are sent to me to be included in your file.

ACT - use code 7129 SAT – use code 6260

*This can be sent in with your packet, or directly from the testing source.

Step 3: Ask **THREE** people to write letters of recommendation to me on your behalf. Please include at least one teacher. Letters should be signed and **sealed**. These need to be included in your one, single completed nomination packet.

Step 4: Give the Evaluation Form to your guidance counselor or principal to be completed, sealed and included in your packet (Note: this person should not be included as one of your recommendation sources).

Step 5: Contact the academy or academies you are interested in attending. Open your file online by visiting the respective academies' website and creating a profile. I can only nominate students who have applied to the academy directly.

Step 6: Compile ALL required materials, and mail or deliver in **ONE PACKET** or **ENVELOPE** to my Des Moines office. *Submissions submitted via email or fax will not be accepted.* I will acknowledge your file when it is complete. If you do not hear from me when you believe your file should be complete, please call my Des Moines office at: 515-284-4574. I will not consider any file unless it is completed and received in-hand by the deadline. Postmarked materials received after the deadline will not be considered.

***The deadline for completing your file is October 7, 2016. ALL information must be in-hand.** I plan to make the nominations no later than December 31, 2016. Please mail applications to the following address:

The Honorable Charles E. Grassley
Attn: Aaron McKay
721 Federal Building
210 Walnut St.
Des Moines, IA 50309

Questions regarding application for nominations can be directed to:
Email: Aaron_McKay@grassley.senate.gov
Phone: 515-288-1145

***EARLY APPLICATION SUBMISSIONS ARE HIGHLY
ENCOURAGED***

CHECKLIST

(Note -- this form lists all the items which you need to complete your file.)

Deadline for Submission: October 7, 2016

ITEM:	ENCLOSED
1. Application Form	<input type="checkbox"/>
2. SAT Score or ACT Score	<input type="checkbox"/>
3. Extracurricular Activities	<input type="checkbox"/>
4. Essay	<input type="checkbox"/>
5. Transcript of Grades	<input type="checkbox"/>
6. Recent Photograph	<input type="checkbox"/>
7. Letters of Recommendation	
1st	<input type="checkbox"/>
2 nd	<input type="checkbox"/>
3 rd	<input type="checkbox"/>
8. High School Evaluation Form	<input type="checkbox"/>

All items should be mailed to:
The Honorable Charles E. Grassley
Attn: Aaron McKay
721 Federal Building
210 Walnut St.
Des Moines, IA 50309
Phone: (515) 288-1145

**PLEASE DO NOT SEND THESE ITEMS TO THE WASHINGTON OFFICE. IT WILL
DELAY YOUR APPLICATION AS WELL AS INCREASE THE CHANCE OF IT NOT
REACHING THE PROPER STAFF PERSON, THANK YOU.**

DEADLINE: October 7, 2016

Please PRINT clearly

HIGH SCHOOL EVALUATION FORM

This form must be completed by either the **high school principal** or the **high school guidance counselor** for the candidate seeking a nomination to one of the United States Service Academies.

Principal/ Guidance Counselor (circle one): _____
Name

Name of Applicant _____
First Middle Last

Address _____

Name/Address of School _____

Phone # _____

Applicant's Year in School _____

Numerical Junior Class Rank _____

GPA _____

SAT Score: Verbal _____ Math _____

ACT Score: Composite _____ English _____ Math _____

Leadership Characteristics:

Ability to Work Under Pressure:

Ability to Get Along With Others:

General Comments:

Date: _____ Signature _____

Please return this form and a transcript showing final junior grades to the applicant.

DEADLINE: October 7, 2016
Please PRINT clearly

Additional Notes/Comments: _____

Please PRINT clearly

Extra-Curricular Activities

Please list any school clubs or groups (ie...Student Council, Key Club, Chorus, Band) that you are a member of and any positions you have held.

(Copy this sheet for additional space as needed)

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____

7. _____

8. _____

9. _____

10. _____

11. _____

Are you employed outside of school?

If you are employed outside of school, please explain what you do and the **number of hours** you work during the school year.

Please PRINT clearly

Please list non-school related activities and groups (ie...Boy Scouts, Girl Scouts, Boys' State, Girls' State) that you are involved in and any positions you have held.
(Copy this sheet for additional space as needed)

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____

7. _____

8. _____

9. _____

10. _____

11. _____

Please PRINT clearly

Please PRINT clearly

Athletic Participation

List 1st Sport

Grades played:

9th

10th

11th

12th

Position played and any awards received:

Did you letter?

Were you a Captain in this sport? If so, for what years?

9th

10th

11th

12th

Please PRINT clearly

List 2nd Sport

Grades played:

9th 10th 11th 12th

Position played and any awards received:

Did you letter?

Were you a Captain in this sport? If so, for what years?

9th 10th 11th 12th

Please PRINT clearly

List 3rd Sport

Grades played:

9th 10th 11th 12th

Position played and any awards received:

Did you letter?

Were you a Captain in this sport? If so, for what years?

9th 10th 11th 12th

Please PRINT clearly

List 4th Sport

Grades played:

9th

10th

11th

12th

Position played and any awards received:

Did you letter?

Were you a Captain in this sport? If so, for what years?

9th

10th

11th

12th

Please PRINT clearly

List 5th Sport

Grades played:

9th

10th

11th

12th

Position played and any awards received:

Did you letter?

Were you a Captain in this sport? If so, for what years?

9th

10th

11th

12th

Affirmation

Please print your name: _____

I affirm that all of the information in my application is accurate. I also affirm that I am a United States citizen (or will be prior to entering the service academy); a resident of Iowa; unmarried without dependents and not pregnant; have good moral character; and will be at least 17 years old and will not have passed my 23rd birthday on July 1, 2017.

Applicant's Signature

Date

DEADLINE: October 7, 2016

Please PRINT clearly