U.S. SENATOR RUSS FEINGOLD
2007 ACADEMY NOMINATION APPLICATION INSTRUCTIONS

GENERAL INFORMATION

U.S. Senators and Representatives can make nominations toward one vacancy per year at each of the three Service Academies: U.S. Military Academy (West Point), U.S. Naval Academy (Annapolis), and U.S. Air Force Academy (Colorado Springs). The Vice President also nominates candidates from across the country to the academies.

The Merchant Marine Academy's nomination process is a little different. The Academy picks four applicants from each state based on the nominations of the state's congressional delegation. All of Wisconsin's applicants compete for these four vacancies.

If you are interested in the U.S. Coast Guard Academy, you need to apply directly to the Academy by writing to: U.S. Coast Guard Academy, Admissions Office, New London, Connecticut, 06320-4195. You can also apply on the website http://www.cga.edu. There is no congressional nomination required.

In order to qualify for entrance into a Service Academy, you must be a United States Citizen and at least 17 and not past your 23rd birthday on 1 July of the year you would enter the academy. You must also be a resident of the State of Wisconsin to be considered by my office.

Full scholarships are available to students interested in attending one of our nation's premier military academies. These schools offer a quality college education in exchange for a commitment to serve our country as an officer in the US military.

NOMINATION PROCESS

In addition to completing the nomination application with my office, it is also necessary for you to open a pre-candidate file with each of the academies you are interested in. The easiest way is to fill out the form on the Academy's website. A list of the websites is enclosed with this packet of information.

In order to be eligible for a nomination, your **completed application** must consist of**:** photo of yourself, the application form, short essay, list of activities, high school transcripts, ACT or SAT scores, and letters of recommendation. It must be received by **Friday, October 19, 2007. Please only send applications to my Middleton office as listed on the application form.** Incomplete applications, or those submitted after the deadline, will not be considered.

Your application will be reviewed once it has been received by my office. If you are found eligible for an interview, you will receive notification by mail of the date and time. I have appointed an Academy Selection Committee who conducts interviews in late October and November. The committee interviews candidates in my Middleton and Milwaukee offices plus one other state office.

The nomination process is completed after my Academy Selection Committee has reviewed all pertinent information. By the end of the year, you will be notified as to whether you have received a nomination from my office.

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NOMINATION FILE

Your application file must be completed and received by my office on or before **Friday, October 19, 2007.** A complete application includes all of the following items:

1. **Photo of yourself**

2. **Application Form**

Be thorough. You should numerically rank your academy preferences and only list those from which you will accept an offer of appointment. If you only want to be considered for one academy, do not rank a second or third choice. All of the requested information on the application is required for you to be considered for a nomination. Please be sure to sign the form.

3. **Essay**

In no more than 200 words, state why you want to attend a service academy. Please attach this statement to the application.

4. **List of Activities**

Please provide a brief listing of the following:
a) All school activities in which you have participated. Include clubs, athletics, school organizations, etc. Indicate any leadership roles within those activities.
b) All Scholastic honors, awards, and scholarships received.
c) All extracurricular honors, achievements and awards received.
d) All non-school related activities in which you have participated (community groups, church groups, scouting, etc)
e) If you are currently employed or have worked previously (i.e. summer, part-time, after school) please list your employer name, responsibilities, dates of employment and number of hours worked.
f) Any other activities you would like to include (hobbies, special interests, recreational activities).

5. **High School Transcripts**

Include an official transcript of your high school records. It must show your final grades through your junior year, your current grade point average, and your numerical class rank. If your high school does not rank students, please indicate "Does Not Rank" in this field. If you are applying during your senior year, please provide a complete high school transcript through your junior year. If you have graduated from high school and are currently attending a college or preparatory school, please provide my office with your completed high school transcript as well as one from these other institutions.

6. **College Board Test Scores**

The Scholastic Aptitude Test (SAT) or the American College Test (ACT) are essentially the entrance exams for the service academies. Scores ***must*** be received by the application deadline of **October 19th**. No one is considered for a nomination unless they have taken one of these tests. It is recommended that you take these exams ***prior to Septemer*** in order to provide the results to

this office for your nomination file. It takes approximately six weeks to receive test results. If you wish to retake one of the tests, please forward a copy of those results to my office.

My office will accept the scores directly from the test providers or on a certified copy of the high school transcript. You can have the results sent directly to my office by listing my code for the SAT (1383) or ACT (7197) tests in the space on the exam where it asks you to list colleges you want to receive your results. Please check with your school guidance counselor for more information about scheduling yourself for these college boards.

7. **Letters of Recommendation**

You are required to submit three letters of recommendation. They should come from people in the community who know you personally. You are encouraged to have at least one recommendation from a non-school source. No letters from relatives will be accepted. Recommendation letters should not be sent to my office separately. Applicants should collect the letters and send them together as part of the completed application.

Questions should be directed to Michelle Murray of my staff in Middleton at (608) 828-1200 or by email at michelle_murray@feingold.senate.gov.

Your completed application packet should be mailed to the following address:

Senator Russ Feingold
ATTN: Michelle Murray
1600 Aspen Commons, Rm 100
Middleton, WI 53562