2022 United States Service Academy Nominations

Congressman Tom Malinowski
75-77 N Bridge Street
Somerville, NJ 08876
(908) 547-3307
2022 United States Service Academy Nominations

Nomination Packet

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TO: APPLICANTS TO THE U.S. SERVICE ACADEMIES

FROM: CONGRESSMAN TOM MALINOWSKI

Nominating qualified young men and women to attend the United States Service Academies is among the more gratifying responsibilities of a Member of Congress. I admire you for your interest in joining the ranks of one of the most venerable traditions in our Nation’s history. Please take a few moments to read through the following materials with care, as the information will assist you with navigating the process of applying for a nomination to a service academy. I look forward to receiving your completed application.

A Member of Congress has the ability to nominate up to ten applicants for one vacancy to be filled at an Academy and is not permitted to have more than five men or women in each Academy at one time. Generally, a vacancy is created by graduation. At the Merchant Marine Academy, I may nominate up to ten young men and women to compete with other nominees on a statewide basis for a quota of six appointments allotted to the State of New Jersey. Applicants to the Merchant Marine Academy may apply for nominations from any New Jersey congressional district and I can accept applications from those districts as well.

My nominations to all Service Academies are strictly competitive, based on the recommendations of my Academy Review Board. The conclusions of the Board members are reached after reviewing the completed application and conducting an interview with the applicant. A final selection will be made after the Board submits its recommendations.

Each of the Academies require that you complete a separate application specific to that academy and take a medical qualification examination to ensure that you can meet the rigid standards of physical fitness.

You must certify that you are a legal resident of the Seventh Congressional District of New Jersey. This complies with the statutory specifications for appointment. To confirm that I am your Representative, please visit http://www.house.gov/ and enter your zip code into the “Find Your Representative” search box in the upper right hand corner of the website.

If you receive a nomination the final decision on admittance is made by the individual Academies. The Service Academies select candidates considered to be the best qualified on the basis of all-around ability and the likelihood of success as an officer in the military.

All applications and required materials must be received via email by 5pm on Friday, October 21, 2022 to receive consideration my Academy Review Board.
GENERAL INFORMATION

Each nominating source uses a selection process for Academy nominations designed to meet its own needs and standards. The different procedures are often confusing to applicants who apply to more than one source. Carefully studying and following the instructions of each office can avoid misunderstandings.

PLEASE NOTE: By signing the application you will have indicated an understanding and acceptance of the nomination requirements as set forth by the Office of Congressman Tom Malinowski.

Due to the extreme competition for nominations, you are urged to apply to every nominating authority available to you (both U.S. Senators, your Congressional Representative, and the Vice President). Should your eligibility allow, you may also apply to the President. Ideally, students seeking a nomination should begin the Congressional Academy process during the month of June of their junior year of high school.

Congressman Malinowski will be able to nominate qualified candidates to the United States Air Force Academy, Merchant Marine Academy, Military Academy at West Point and Naval Academy. Included is an informational fact sheet outlining the requirements for each Academy.

Due to the large number of applicants, you will be interviewed 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 Friday, October 21, 2022.

Contact with the admissions office of the Academy of your preference is imperative. The Academy will establish a file and forward to you general information and detailed admissions requirements including a Prospective Candidate Questionnaire.

Congressman Malinowski’s Review Board will conduct a personal interview with each applicant meeting all requirements. Selections are made competitively on the basis of academic performance, leadership potential, extra-curricular activities, physical aptitude, personal interviews and letters of recommendation. Qualified individuals for each vacancy will be recommended by the board to Congressman Malinowski for nomination. The final ranking and subsequent appointments will be at the discretion of the Academies.

Certain information must be provided in order for you to be considered an applicant. It is your responsibility to submit the required information. The deadline for submitting the required information will be Friday, October 21, 2022.
FACT SHEET

The Academies provide guidelines for applicants who may be eligible to be considered for an appointment. A candidate must be an American citizen by the date of induction into an Academy and of good moral character. If you are a naturalized citizen, you must provide documentation.

The United States Air Force Academy, Military Academy at West Point, and Naval Academy require you to be at least 17 years old, but not have passed your 23rd birthday by July 1 of the year of induction. A candidate must be unmarried with no dependents.

The United States Merchant Marine Academy requires that you be at least 17 years old, but not have passed your 25th birthday by July 1 of the year of induction. A cadet may be married, but couples may not be domiciled either on or off campus.

<table>
<thead>
<tr>
<th>United States Air Force Academy</th>
<th>United States Naval Academy</th>
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<tbody>
<tr>
<td>Director of Admissions</td>
<td>Director of Admissions</td>
</tr>
<tr>
<td>HQ USAFA/RRS</td>
<td>117 Decatur Road</td>
</tr>
<tr>
<td>2304 Cadet Drive, Suite 2400</td>
<td>Annapolis, MD 21402</td>
</tr>
<tr>
<td>USAF Academy, CO 80840-5025</td>
<td>Tel: 410-293-1000</td>
</tr>
<tr>
<td>Tel: 1-800-443-9266</td>
<td>Web: <a href="http://www.usna.edu/admissions">www.usna.edu/admissions</a></td>
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<td>Web: academyadmissions.com</td>
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<tr>
<th>United States Military Academy at West Point</th>
<th>United States Merchant Marine</th>
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<tr>
<td>Director of Admissions</td>
<td>Director of Admissions</td>
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<tr>
<td>Official Mail and Distribution Center</td>
<td></td>
</tr>
<tr>
<td>646 Swift Road</td>
<td>300 Steamboat Road</td>
</tr>
<tr>
<td>West Point, NY 10996-1905</td>
<td>Kings Point, NY 11024</td>
</tr>
<tr>
<td>Tel: 845-938-3018</td>
<td>Tel: 516-726-5644, ext. 5646</td>
</tr>
<tr>
<td>Web: <a href="http://www.usma.edu">www.usma.edu</a></td>
<td>Web: <a href="http://www.usmma.edu">www.usmma.edu</a></td>
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United States Coast Guard Academy
*No Congressional nomination is required.
Call: 1-800-883-8724 or write 31 Mohegan Avenue, New London, CT 06320 to obtain information or application forms. You can also visit the Coast Guard Academy on the web at www.cga.edu.

All Academies require you to pass a Department of Defense Medical Examination Review Board (DODMERB). The Academy to which you have applied will initiate the scheduling of an examination with the Department of Defense. Once taken, the examination may be used for all service academies and four-year ROTC scholarship programs.
**REQUIREMENTS**

**Residency:** An applicant must be a legal resident of the Seventh Congressional District of New Jersey. To verify your congressional district, visit [http://www.house.gov/](http://www.house.gov/) and use the “Find My Representative” search box in the upper right hand corner of the website or call the Somerville office at 908-547-3307.

**Submission of Supplemental Materials:** In addition to filling out the application form you are responsible for submitting a picture of yourself, the names of your letter of recommendation writers, and a signed certification to NJ7.NomApp@mail.house.gov by the application deadline. For your convenience a page has been placed in the below materials which will allow you to scan all three of those items and submit at the same time.

In addition, you are responsible for outside submissions of your transcript and scholastic information sheet by your guidance counselor or principal and letters of recommendation. Those may also be submitted to NJ7.NomApp@mail.house.gov. Guidance counselors and recommendation letter writers may also mail their materials directly to the District Office at:

Congressman Tom Malinowski  
ATTN: Service Academy Coordinator  
75-77 North Bridge Street  
Somerville, NJ 08876.

If your guidance counselor or letter of recommendation writers do submit by mail please ask the sender to sign across the seal on the back of the envelope. Supplemental materials will be accepted from guidance counselors and letter of recommendation writers for a reasonable amount of time beyond the October 21st deadline.

**Two (2) Letters of Recommendation:** Choose someone who knows you well - a teacher, coach, employer, etc. - to write a recommendation letter for you. Each person should return the letter to you in a sealed envelope with his/her name signed across the flap of the envelope. Submit the two letters together with your application and other required materials. Only two recommendation letters will be presented to the Review Board. Please do not submit additional letters. **Note:** Your guidance counselor or principal is permitted to substitute a letter for the General Comments section of the Scholastic Information Sheet. That letter will be included with your file but will not count as one of your two letters of recommendation.

**Essay:** Briefly state why you want to attend the Academy of your choice. There is a 500 word limit.
**REQUIREMENTS**

(continued from the previous page)

**Scholastic Information Sheet:** Ask your high school counselor or principal to complete both pages of the Scholastic Information Sheet. If your counselor or principal chooses to include a letter in place of completing the General Comments section of the form that is acceptable. The counselor’s/principal’s letter will not count as a letter of recommendation. The form should be submitted to NJ7.NomApp@mail.house.gov, if that is not feasible please ask that the completed form be mailed to the District Office or as a last resort returned to you in a sealed envelope with the person’s signature across the flap of the envelope, which you can then mail to the office.

**Numerical Class Rank/Size:** Numerical class rank and the approximate size of the class are required. This information must be included on the Scholastic Information Sheet completed by your guidance counselor or principal. Many schools in our district have advised that they do not rank students. In order to complete all requirements, an accurate estimate of your class standing will have to be made by your guidance counselor or principal. There is a box on the Scholastic Information Sheet that your counselor or principal should check if that person is making an estimate of the applicant’s class ranking.

**Transcript:** Ask your guidance counselor or principal for an official transcript that includes your course listing and grades, current GPA, and class rank. Your final junior grades must be listed on the official transcript (report card copies are not permitted). Please do not request your transcript before the final grades from your junior year have been added to your transcript. If the transcript is available electronically, please direct submission to NJ7.NomApp@mail.house.gov. Otherwise have it mailed to the District Office at the address provided above in a sealed envelope with the signature of your counselor, principal or a school official across the flap of the envelope.

**Deadline:** Your complete application, along with all required information, must be sent to NJ7.NomApp@mail.house.gov by 5pm on Friday, October 21, 2022.

**Interviews:** Interviews will be scheduled for Saturday, November 19, 2022 for all eligible applicants.

An interview before the Academy Review Board is a requirement for nomination. However, the COVID-19 pandemic has complicated facility availability, among other things. Interviews will be scheduled for those students with completed applications that meet the deadline. Late applications will be addressed on a case by case basis and must demonstrate unforeseeable circumstances. Details on the times and locations will be provided as soon as possible. The goal is to interview everyone in person, and to conduct the bulk of those interviews on November 19th at Raritan Valley Community College in Branchburg. If special arrangements need to be made, they will be made. The key is communication, if there are any conflicts please call the office to discuss these arrangements prior to the application deadline.

**PLEASE PRINT AND SAVE THE ENTIRE APPLICATION**

Save as pdf file with your last name, first name and academy choice in the following format: doe_john_usma.pdf. Applications are to be sent to NJ7.NomApp@mail.house.gov.
2022 United States Service Academy Application for Nomination

Please submit the below for our records.

Recommendation Letters:
Please submit 2 letters of recommendation as outlined in the directions.

A letter from your guidance counselor or principal in place of the General Comments section of the Scholastic Information Sheet will not count as a letter of recommendation.

Recommendation Letter #1: Name ____________________________ Position ________________________

Recommendation Letter #2: Name ____________________________ Position ________________________

Certification & Signature:
Please read before signing:

I have read the informational sheets explaining the nominating procedures and I am familiar with these requirements. I certify that I am a legal resident of the Seventh Congressional District of New Jersey and that the information within this application and the information within the materials accompanying the application are true and accurately presented. If I have not submitted all necessary materials by the Friday, October 21, 2022 deadline, I understand that I may not be given final consideration for a nomination.

Signature: ____________________________ Date: ____________________________

Disclaimer: Must be original signature
To the Guidance Counselor:

Please send the second page of this form, along with an official copy of the applicant’s transcript through his/her Junior year, to NJ7.NomApp@mail.house.gov. If online submission is not practicable, you may submit paper copies of the requested documents by mailing them to:

The Office of Congressman Tom Malinowski  
ATTN: Service Academy Nomination Applications  
75-77 N. Bridge Street  
Somerville, NJ 08876  

The student will submit the sealed envelope to the office as part of his/her application.

This information must be submitted along with the entire application by 5pm on Friday, October 21, 2022.

If you have any questions regarding the application process, please contact Marco Laguna at Congressman Malinowski’s Somerville District Office. The telephone number is 908-547-3307.

PLEASE RETURN THIS FORM AND A TRANSCRIPT REFLECTING FINAL JUNIOR YEAR GRADES TO THE STUDENT IN A SEALED ENVELOPE WITH YOUR SIGNATURE ACROSS THE BACK OF THE ENVELOPE. IF TWO ENVELOPES ARE NECESSARY, PLEASE SEAL AND SIGN BOTH ENVELOPES.

The application and all required information should be submitted via email to: 
NJ7.NomApp@mail.house.gov

All required information is due by 5PM on FRIDAY, OCTOBER 21, 2022.
Guidance Counselor Comments/Recommendation

Applicant Information:

Last Name: __________________________ First Name & MI _________________________________

Legal NJ Address: ____________________________________________________________________

City: __________________________ County___________ Zip Code + 4: __________ - __________

School Name: _____________________________________________________________________

School Address: ____________________________________________________________________

City: __________________________ County___________ Zip Code + 4: __________ - __________

Telephone Number of School: ____________________________________________________________________

Applicant’s Year In School: ____________ GPA: ____________ on a ____________ scale.

Class Rank: __________out of ____________ □ Check here if this ranking is an estimate.

SAT Test Date: ____________ M: _____ R: _____ W: _____

ACT Test Date: ____________ C: _____ E: _____ M: _____ R: _____ S: _____

List School Activities Applicant Currently Participates In:

_________________________________________

_________________________________________

_________________________________________

_________________________________________

_________________________________________

General Comments / Recommendation:

If you would prefer, you may attach a letter to this form instead of completing this section. Your letter will not be charged against the student’s limitation of two letters of recommendation.

Guidance Counselor’s Signature: ___________________________________ Date: ____________

Disclaimer: Must be original signature

Guidance Counselor’s Printed Name: _________________________________________________

Scholastic Information Sheet II of II