

## Service Academy Nomination Basic Facts Sheet

All Members of Congress are asked to nominate candidates to the four U.S. service academies each year. The number of vacancies for each congressional district is determined by law. Each office may nominate up to ten candidates for each vacancy at the U.S. Naval Academy, U.S. Military Academy, and the U.S. Air Force Academy. More than one nominee may be accepted for each vacancy. For the U.S. Merchant Marine Academy, the procedure is different, where Members of Congress may nominate ten candidates every year to this school. You may be considered for nomination to more than one academy. We ask that you list in order of preference on the application those schools you are interested in attending.

A Committee comprised of former military and extraordinary business owners of Wisconsin's Third Congressional District chooses the applicants to be nominated. Applications will be reviewed to ensure all the requirements outlined on the checklist have been met. Those applicants who have met the criteria may receive an interview. The final nominees are selected based on high school records, ACT or SAT scores, extracurricular activities, letters of recommendation, essay responses, and interview questions.

The general requirements are: You must be a U.S. citizen, single, have no dependents and not be pregnant, be at least seventeen (but not twenty-three) as of the date class begins, and a resident of Wisconsin's Third Congressional District.

The academies require a thorough medical examination as part of the admissions process. Applicants with less than perfect vision may be ineligible or need a waiver depending on the academy. Few "eye waivers" are approved (the Merchant Marine Academy grants none), so even superior candidates may be rejected for this reason. The individual academy catalogs or websites should be consulted for each school's requirements.

Your scores on the ACT or SATs are an important part of your application. If you have not already taken the test, you should arrange to take the test as early as possible. Your guidance counselor can provide registration information. Using my code numbers: ACT: 7756 or SAT: 1971, please contact the agency to provide my office with your test scores.

I recommend you contact the academy, or academies, of your choice to request a pre-candidate questionnaire. This is the first step in the Admissions' Offices evaluation of your record.

Schedule for applicants applying to enter the Academies (subject to change at the office's discretion):

<b>NOW</b>	Request application from Congressman Van Orden and pre-candidate questionnaire from academy – register to take ACT or SAT
<b>September 20, 2024</b>	Submit your application to my office on or before this date
<b>October 2024</b>	Conduct Committee interviews to select nominees
<b>December 2024</b>	Nominees are notified
<b>Spring 2025</b>	Admissions process completed and offer appointments
<b>Summer 2025</b>	Classes begin

To apply for a Service Academy nomination, complete the application from my office (provided by Jackie O'Brien at [Jackie.obrien@mail.house.gov](mailto:Jackie.obrien@mail.house.gov)). Please handwrite in black ink (not typed) as the application must be copied for committee members. Be sure to include your response to the essay questions. Arrange for the submission of the requested photograph, letters of recommendation, high school transcript, and ACT or SAT scores. **Return your application on or before September 20, 2024, to the address below.** Receipt of your application will be acknowledged, and you will be advised if your application is complete.

Office of Congressman Derrick Van Orden  
Attn: Jackie O'Brien  
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