



Service Academy Nominations

**Keith J. Rothfus
Member of Congress
Twelfth District, Pennsylvania**

Dear Academy Candidate,

Thank you for your interest in the United States Service Academies. These fine institutions have a long history of developing the leaders of tomorrow.

Each of the Service Academies provides an exceptional education in a unique environment. You should invest in learning about each of the different academies and the tradition of excellence each has come to represent.

I will be hosting an Academy Day in our district at a local high school in the spring. These annual events offer a unique opportunity for you and your family to interact with representatives and cadets from each of the Academies. Please check my website, Rothfus.house.gov, for more information.

Nominating exceptional individuals to our Service Academies is one of the great honors of being a Congressman. It is a pleasure to meet so many bright, focused, hard-working young people from the Twelfth Congressional District.

I look forward to meeting and working with you during this process. Please do not hesitate to contact me with any questions or concerns that you may have.

Sincerely,

A handwritten signature in blue ink that reads "Keith J. Rothfus". The signature is written in a cursive style with a horizontal line underneath the name.

Keith J. Rothfus
Member of Congress



Service Academy Nominations

TABLE OF CONTENTS:

1. Qualifications	Page 4
2. Timeline for applicants	Page 5
3. Checklist of Required Items	Page 6
4. Congressional Nomination Form	Page 7
5. Contact information for Academies	Page 13
6. Other Sources of Nominations	Page 14

Nomination Process

Congressman Rothfus screens applicants through a competitive process for a nomination to the military service academies.

Qualifications

Eligible candidates for nomination must:

- Be a citizen of the United States by the time you enter a military academy
- Be a legal resident of Pennsylvania's Twelfth Congressional District
- Be 17 years old, but not yet past your 23rd birthday (25th birthday for Merchant Marine Academy) on July 1st of the year you would enter a military academy
- Be unmarried, not pregnant, and without legal obligation to support children or other dependents
- Have an above average academic record
- Achieve competitive scores on the SAT or ACT
- Medical Examination: Receive medical qualification from the Department of Defense Medical Examination Review Board, known as "DoDMERB"
- Pass the Candidate Fitness Assessment
- Have unquestionable integrity and moral character

Timeline for Service Academy Applicants

Freshman and sophomores and their families are strongly encouraged to attend Congressman Rothfus' Academy Days held annually. 2015 Academy Days will be held in April and May. Interested high school Sophomores and Juniors are encouraged to attend.

Military Service Academy applications should be submitted in the spring of a student's junior year of high school. Below is the timeline for a junior in high school.

Spring of 2015

- Complete a Candidate Questionnaire/Preliminary Application for each academy of interest.
- Consider Summer Session at an Academy to experience life first hand.
- Send letters to Congressman Rothfus, Senators Casey and Toomey, and Vice President Biden expressing your interest in attending a service academy.
- Complete applications for each of the above.

Summer of 2015

- Obtain all information and materials needed to complete your application (i.e., recommendations, grade transcripts, etc.). Please make sure your name appears on everything you mail. You may mail your information as it is completed – you do not have to wait until all the components are gathered before you send them.

October 2015

- Completed application deadline is **Friday, October 16, 2015**. Late submission will not be accepted.
- Review attached check list and assure all materials have been submitted to Congressman Rothfus at 6000 Babcock Blvd, Suite 104, Pittsburgh, PA 15237.

November 2015

- Interviews will be scheduled for all candidates with a completed application. Candidates will be notified via email of the date and time of an interview with Congressman Rothfus' *Service Academy Review Board*.
- November/December – The Service Academy Review Board will make recommendations for nominations to Congressman Rothfus who will then submit the names of nominees to the service academies.

December 2015

- Congressman Rothfus will notify all candidates that were interviewed by the *Service Academy Review Board* whether or not they received a nomination.

February – May 2016

- Academies make Offers of Appointments. Congressman Rothfus will notify candidates of their appointments.

Application Checklist

- Completed Nomination Application Form
- A recent wallet-size photograph of yourself
- Essay explaining why you would like to attend a Service Academy
- Materials from school
 - Current class schedule (may be included on transcript)
 - Official Academic transcript sent directly from high school or college
 - High school disciplinary records – showing each year individually. Please have your school send a response whether or not you've had disciplinary infractions. Ex: A letter stating that this student has no disciplinary record meets the necessary response requirements.
 - High school attendance records – showing each year individually
- Copy of Standardized Test Scores (ACT/SAT). The highest scores are accepted, so we encourage you to take more than one test. Please send an official copy from the board.
 - SAT code is 2392. ACT code is 7646.
- Three letters of recommendation. Only three letters will be accepted, if more are received, only the first three will be considered.
 - At least one academic recommendation
 - At least one extracurricular recommendation
 - Have letters mailed directly to Congressman Rothfus at 6000 Babcock Blvd, Suite 104, Pittsburgh, PA 15237

**All materials must be postmarked no later than
Friday October, 16, 2015 to Congressman Rothfus' Ross Township office**

**The Honorable Keith Rothfus
Attn: Allison Beresnyak
6000 Babcock Blvd, Suite 104
Pittsburgh, PA 15237**

U.S. Representative Keith J. Rothfus Service Academy Nomination Application

Place photo here

(May be larger than box.)

Personal Information

Name:

Address:

County:

Complete Name of School District Attending:

College/University Experience:

E-mail:

Telephone Number:

Cell Number:

Social Security Number:

Birthday (mm/dd/yyyy):

Age: Height: Weight: Are you a U.S. citizen?

Father's Full Name:

Mother's Full Name:

Are either of your parents or family members retired military, reservists, or currently serving in the armed forces?

If so, please list their branch, rank, and years served.

Are either of your parents or family members alumni of any of the U.S. service academies?

Academy Preference

Please rank your choices 1-4. If you have no preferences, check the academies in which you are interested. **You must have an active application file with each academy selected.**

- _____ U.S. Air Force Academy
- _____ U.S. Merchant Marine Academy
- _____ U.S. Military Academy
- _____ U.S. Naval Academy

Have you requested a nomination through another office? If yes, from whom?

Have you ever been cited, arrested, convicted, or fined for any violation of any law?

Yes _____ No _____ If yes, please explain

Academic Information

Name of High School:

Phone:

Principal:

Address:

Cumulative Grade Point Average:
(at the end of your junior year)

Cumulative Class Rank/Class Size:
(at the end of your junior year)

SAT scores: Mathematics _____ Critical Reading _____ Writing Score _____
(List highest SAT scores received.)

ACT scores: Composite _____

Letters of Recommendation requested from:

- 1.
- 2.
- 3.

Extracurricular Activities

Academic Organizations

Organization / # of Years Involved

Community Service

Agency or Location / # of Hours /Activities

Athletic Participation

Sport / # of Years Involved / Special Achievements

Employment History

Employer / # of Years Employed / Job Description/Title

Honors and Awards

Award / Date Received

Leadership Positions

Please list any leadership positions you have held and for how long: (e.g., class officer, manager at work, camp counselor, team captain, etc.)

Certification:

I certify that I am a citizen of the United States of America and a resident of the Twelfth Congressional District of Pennsylvania. I certify that all the information contained in this application is true and correct to the best of my knowledge. I submit this application based primarily on a desire to serve my country as a professional military officer. If I receive an appointment, it is my intention to graduate from the Academy and fulfill my obligation to serve my country.

Print Name: _____ Date: _____

Signature: _____

Privacy Act of 1974

I hereby authorize Congressman Keith J. Rothfus and his staff members to obtain any necessary information pertaining to myself, upon which my eligibility for a nomination to a service academy may be determined.

Print Name: _____ Date: _____

Signature: _____

**All materials must be postmarked no later than
Friday, October 16, 2015 to Congressman Rothfus' Ross Township office**

**Contact Information for
United States Military Academies
Admissions Offices**

U.S. Air Force Academy

Admissions Office
2304 Cadet Dr., Suite 2300
Colorado Springs, CO 80840
1-800-443-9266 or (719) 333-2520

Website: <http://www.usafa.edu>
E-mail: rr_webmail@usafa.af.mil

U.S. Military Academy

Admissions Office
Building 606
West Point, NY 10996
(845) 938-4041

Website: <http://www.usma.edu>
E-mail: admissions@usma.edu

U.S. Merchant Marine Academy

Admissions Office
300 Steamboat Rd.
King Point, NY 11024
(516) 726-5644 x5646 or (866) 546-4778

Website: <http://www.usmma.edu>
E-mail: admissions@usmma.edu

U.S. Naval Academy

Office of Admissions
Halsey Field House
52 King George Street
Annapolis, MD 21402
(410) 293-1858

Website: <http://www.usna.edu>

U.S. Coast Guard Academy

Admissions Office
31 Mohegan Avenue
New London, CT 06320-8103
Toll-free: 1-800-883-8724

Website: <http://www.cga.edu>
(Coast Guard Academy does not require a
Congressional nomination)

Other Sources of Academy Nominations

Senator Robert Casey

The Honorable Robert Casey
555 Walnut Street, First Floor
Harrisburg, PA 17101
(717) 231-7540
www.casey.senate.gov

Senator Patrick Toomey

The Honorable Patrick Toomey
1150 S. Cedar Crest Blvd.
Allentown, PA 18103
(610) 434-1444
www.toomey.senate.gov

Vice President Joseph Biden

Office of the Vice President
Eisenhower Executive Office Building
Room 290
Washington D.C. 20501
<http://www.whitehouse.gov/administration/vice-president-biden/academy-nominations>
(Cannot nominate for Merchant Marine Academy)

Presidential Nominations

Each year the President of the United States may nominate as many candidates as he may wish, but he is only granted 100 appointments to the service academies. The President's nominations are open to children of career military personnel, which include enlisted, warrant, and commissioned members of regular and reserve components who are on active duty for at least eight years, and military retirees who have received retired or retainer pay. For additional information on this nomination or military affiliated nominations, please call my office or the academy that you are interested in attending.