**Academy Nomination Application**

**Instruction Sheet**

**1. Application Packet:** The applicant must complete the entire application packet, even if some of the information was previously provided to another agency. Keep in mind that the applicant must be a legal resident of Oregon and reside in the First Congressional District to be considered for nomination by Congresswoman Suzanne Bonamici. If the applicant is temporarily residing outside of Oregon, be sure to provide both addresses on the application form.

**2. Preference:** Because of the large number of qualified applicants and the limited number of nominations, each applicant is considered for his or her first choice. However, in the event that an applicant merits a nomination and the first choice is not available, the applicant will be considered for his or her second choice.

**3. Method of Nomination:** Congresswoman Bonamici uses the "competitive nomination" selection process for academy candidates. Using this method, up to 15 nominations are submitted by our office to each academy. These 15 people are selected based on their high school scholastic and extracurricular record, letters of recommendation, and the results of the College Entrance Examination Board test **with an amplified consideration on letters of recommendation, and personal theme essay**. These nominees then compete on the academy level for the actual appointment.

**4. Documentation to be sent to the Congresswoman:**

**Please send documents directly via email to:** **Alexandria.Stirling@mail.house.gov** **or mail to the Congresswoman’s District Office at: 12725 SW Millikan Way, Suite 220, Beaverton, OR 97005 prior to November 14, 2025 at 5:00PM PST.**

* Application Form with List of Extracurricular Activities

Included in this packet.

* Personal Theme Essay

The personal Theme Essay is an approximately 1,000-word essay explaining the applicant’s motivation for attending an academy.

* High School Principal, Head of School or Guidance Counselor Evaluation Form

**To be filled out and sent directly from the applicant’s high school principal, head of school, or guidance counselor**. In the case of home-schooled candidates, the principal/head of school/guidance counselor letter may be written by a relative.

* Letters of Recommendation

Please have **three letters of recommendation, each** **sent directly from the person providing the reference**. At least one of which must be from a teacher and someone other than the person who fills out the above evaluation form. All recommendation letters must be from non-relatives. It is a good idea to follow up on requests for letters of recommendation to ensure that they have been mailed to our office prior to the deadline of **November 14, 2025**. If the applicant is temporarily residing outside the state of Oregon, the applicant may use recommendations from out of state.

* High School Transcript

This needs to be **mailed directly from the high school** after the completion of the applicant’s junior year. Transcripts delivered by hand or from any source other than the applicant’s school will not be considered. If the applicant has graduated from high school, preparatory school, or college, a final high school transcript and transcript of advanced study should be submitted.

* College Entrance Examination Board Scores:

The applicant is required to forward the results of his or her SAT or ACT exam to our office **directly from the testing agency**. Test scores delivered from any source other than the testing agency will not be considered. **Congresswoman Bonamici’s score codes are 4023 for the SAT and 7627 for the ACT**.The applicant’s counselor can provide a list of the dates these tests are being offered, and it is suggested that the applicant take the test at the earliest possible date in order to ensure that Congresswoman Bonamici’s office will receive the applicant’s scores by our nomination deadline. We encourage students to take college entrance examinations (ACT or SAT) and have their official scores sent to us and interested academy. However, in the event a student is unable to take the tests, the Congresswoman will review the student’s application without penalty.

**5. Physical Requirements:** Carefully review the section of the academy catalog outlining its physical requirements. Due to travel inconveniences for many applicants, the physical examination is not a prerequisite for nomination. However, the academy administers a very comprehensive physical after nominations are made, and the applicant must pass this examination in order to continue in the competition for appointment.

Congresswoman Bonamici is very aware of the importance of an academy nomination to the applicant and each completed file is carefully considered on the individual applicant's own merits. To give time for a thorough evaluation of each file, it is crucial that all of the documentation requested be received in Congresswoman Bonamici’s District Office **by November 14, 2025.** Applicants with incomplete files will not be considered. Cooperation in supplying information at an early date is appreciated. Due to the large numbers of applications that must be processed, please be sure to notify the office if the applicant is no longer interested in competing for a nomination or if the applicant has any further questions. Please feel free to contact Alexandria Stirling in the Congresswoman’s District Office at (503) 469-6010 or at Alexandria.Stirling@mail.house.gov.

APPLICATION FOR NOMINATION

TO A UNITED STATES MILITARY ACADEMY

To be completed by the applicant. Please type or print in ink.

Date:

Are you a U.S. Citizen? Yes \_\_\_\_\_\_\_\_ No\_\_\_\_\_\_\_\_

Full Name:

Permanent Oregon Address:

City, State and Zip Code:

Phone Number:

Email Address:

Date of Birth: Place of Birth:

Guardian’s Name: Occupation:

High School: Counselor:

High School Phone: Year of Graduation:

If you have attended college:

Name:

Years attended:

Uncorrected Visual Acuity:

Academy 1st Choice:

Academy 2nd Choice:

EXTRACURRICULAR ACTIVITIES

Please list the extracurricular activities that you have been involved with in high school and the number of years of the applicant’s involvement:

Please list any previous employment and how many hours per week:

After School:

Summer:

Athletic participation, high school only:

Sport Grade Varsity Position Letters/Captain Awards

Please note which test(s) you have taken, when you took it, and your score:

SAT I: Scheduled Test Date: \_ Score:

ACT: \_\_ Scheduled Test Date: \_ Score:

HIGH SCHOOL PRINCIPAL, HEAD OF SCHOOL,

 OR GUIDANCE COUNSELOR EVALUATION FORM

This form must be completed by the high school principal, head of school, or guidance counselor for the candidate applying for a congressional nomination to one of the United States Service Academies. It must be received in Congresswoman Bonamici’s District Office before the **November 14th, 2025 deadline via email:** **Alexandria.Stirling@mail.house.gov** **or mail: 12725 SW Millikan Way, Suite 220, Beaverton, OR 97005.**

Applicant’s Name:

Name of School: Phone Number:

Address:

 (city, state, and zip code)

Applicant’s year in school: Numerical Jr. Class Rank: GPA:

SAT I Score: Verbal Math ACT Score:

SAT II (if applicable): Subject: Score:

 Subject: Score:

 Subject: Score:

Leadership Characteristics:

Personality Traits:

Ability to work under pressure:

Ability to get along with others:

Additional comments:

Principal/Head or Counselor’s name (please print) Date

Signature Title