

## Applicant Checklist

All Students must meet requirements for the Academies and must apply. Please provide the following documents to your Iowa 3<sup>rd</sup> District Des Moines office by mail or email no later than October 18th, 2024:

- Completed nomination application form with an attached photo
- Completed academic recommendation form
  - Mailed directly from your high school to the Des Moines office or included in your complete application packet
- Official high school and college transcripts (if applicable)
  - Mailed directly from your school(s) to the Des Moines office or included in your complete application packet
- Official SAT or ACT test scores
  - Official test scores are not necessary if listed on your High School transcript
- 3 personal letters of reference
  - Sealed and signed on envelope flap
  - Can come from teachers, counselors, coaches, employers or clergy
- 2 one page essays (300 words each) on the following prompts:
  - Why do you want to attend a United States Service Academy?
  - What life experiences have prepared you for the rigors and demands of life at an Academy?

If you have any questions, please contact:

**Mikah Fallert**

Mikah.Fallert@mail.house.gov

400 Locust St, Suite 250

Des Moines, IA 50309

(515) 400-8180



## Military Academy Nominations – FAQ

Frequently asked questions for those seeking a Military Academy nomination are found below. You may also fill out a Military Academy Nominations Form.

### **What is a nomination?**

Members of Congress may nominate applicants who meet the eligibility requirements established by law. A candidate may seek a nomination from the following:

- A member of the U.S. House of Representatives who represents the congressional district in which the candidate resides
- Both U.S. Senators from his or her state
- The Vice President of the United States

### **What are the basic eligibility requirements?**

Each applicant for a nomination must meet the following eligibility requirements as of July 1st of the year of admission to an academy:

- Age: Be at least 17 years old, but not have passed the 23rd birthday
- Citizenship: Must be a U.S. citizen
- Marital Status: Must be unmarried, not pregnant, and without legal obligation to support children or other dependents
- Residence: Must reside within the boundaries of the Iowa 3rd Congressional District.
- Skill / Fitness: Must meet the medical, physical, and academic requirements of the Academy.

### **When do I apply for a nomination?**

The nomination application period opens May 15th of each year for those candidates who are high school juniors and will be seniors the following school year, or who have already graduated.

### **When is the deadline for completing a nomination file?**

The deadline for submitting a nomination packet to the office is October 18, 2024. Please contact the office with any questions.



### **What must be included in my nomination file?**

A complete nomination file consists of the following items:

- Current photo
- High school transcript
- American College Testing Program (ACT) results and/or College Board Scholastic Assessment Test (SAT) results
- Resume of extracurricular activities
- Two essays (300 words each) on the following prompts:
  - Why do you want to attend a United States Service Academy?
  - What life experiences have prepared you for the rigors and demands of life at an academy?
- Three letters of recommendation

### **What happens after I have completed my nomination file?**

Applicants who submit a completed nomination file will be scheduled for an interview in late October or early November.

### **What criteria is used in selecting candidates?**

Nominations are based on a "whole person" evaluation. Factors such as academic achievements, extracurricular activities, leadership skills, physical aptitude, character, and motivation are taken into consideration and compared with other applicants.

### **How many academies are there?**

There are five service academies:

- U.S. Military Academy at West Point, New York
- U.S. Naval Academy at Annapolis, Maryland
- U.S. Air Force Academy at Colorado Springs
- U.S. Merchant Marine Academy at Kings Point, New York
- U.S. Coast Guard Academy at New London, Connecticut



**Are the requirements the same for all of the Service Academies?**

No. Although many of the qualifications are similar, each academy operates under its own admissions guidelines. Visit the academy of your choice via the websites noted for each academy's particular admissions qualifications. It is not necessary to seek a nomination to the Coast Guard Academy, as the U.S.C.G.A. accepts candidates based on their own testing criteria.

**Who should I ask to write a letter of recommendation on my behalf?**

Some of the people applicants typically seek recommendations from include teachers, counselors, employers, coaches, clergy, and Scout leaders. A specific recommendation form is not required. A letter of recommendation is sufficient.

**Will I automatically be selected by the Academy after I receive a nomination?**

No. You will be placed among a select group of nominees, and the academy of your choice will make the final decision. If selected, you will receive an offer of admission (an appointment) directly from the academy.

**What if I choose more than one academy? Will I be limited to a single nomination?**

No. You may be nominated to multiple academies depending on how well you have competed among this year's pool of candidates. It is also possible to win multiple appointments.

**When will I know if I have been offered an appointment by an academy?**

Academies will begin to notify candidates of their admission status in February. All offers of appointment are generally sent out by May.

**Who should I contact if I have additional questions?**

If you have any questions, please contact:

**Mikah Fallert**

Mikah.Fallert@mail.house.gov

400 Locust St, Suite 250

Des Moines, IA 50309

(515) 400-8180





**U.S. CONGRESSMAN ZACH NUNN**  
**The Iowa 3rd District**

400 Locust St, Suite 250  
Des Moines, IA 50309

Phone: 515-400-8180

**ACADEMIC RECOMMENDATION FORM**

*This form must be completed by either the high school principal or guidance counselor for the candidate's nomination to one or more of the U.S. Service Academies.*

**This completed form can either be mailed to:**

**Congressman Zach Nunn**

Attn: Mikah Fallert

400 Locust St, Suite 250

Des Moines, IA 50309

Or emailed to: [Mikah.Fallert@Mail.House.gov](mailto:Mikah.Fallert@Mail.House.gov)





Student's Name (Last, First Middle):		
Street Address:		
City:	State:	Zip Code:

<b>SCHOOL DATA</b>	
Name:	
Address:	
Phone Number:	
Guidance Counselor:	

<b>STUDENT DATA</b>				
Class Year:		Class Rank:		
Weighted GPA:		Unweighted GPA		
SAT Scores:	Math:	Evidence-Based Reading/Writing:		
ACT Scores:	Math:	English:	Reading:	Science:





## STUDENT QUALITIES

Leadership Characteristics:

Notable Personality Traits:

Additional Comments and Recommendations:

Date:

Name:

Title:

Signature:



**Office of Representative Zach Nunn**  
**U.S. Service Academy Nomination Application**

Name:		DOB:			
Social Security Number:		Gender: M / F		U.S. Citizen: Y / N	
Parents:					
Address:					
Email:					
Phone Number:					
Education:					
High School:					
Graduation Date:		Rank:	Class:		GPA:
SAT Reading and Writing:			SAT MATH:		
ACT Science:		ACT English:			
ACT Reading:	ACT Writing:		ACT Composite:		
Academy Preference (Rated 1 - 5)					
AirForce:	1	2	3	4	5
Merchant Marines:	1	2	3	4	5
Military Academy (West Point):	1	2	3	4	5
Naval Academy:	1	2	3	4	5
Will you devote a lifetime to military service?					Yes or No
<b>Other Information</b>					
Is it okay to use your name in a press release after receiving an appointment?					Yes or No

**Please Note:** Please include a list of your extracurricular activities and leadership responsibilities.





## Application Agreement

Please read the following paragraph before signing the application, as your signature indicates your agreement with the following statements. If you do not include your signature, your application will not be considered for nomination.

It is my sincere desire to attend a U.S. Service Academy, and I intend to pursue a vigorous academic course of study if appointed. I understand that attending a Service Academy also requires a minimum of five years of military service following graduation, and I fully commit to this responsibility. I am a U.S. Citizen, or I will be by July 1 of the year I will attend the Academy. I am not married. I am not pregnant, nor do I have any child support obligations. I am a legal resident of the Iowa 3<sup>rd</sup> Congressional District.

I certify that the information I have provided in the application packet is accurate. Any changes to this information will be reported immediately. Additionally, I understand that I will not be considered for a nomination if the required documents are incomplete or are not postmarked by the first day of October.

Signature:	Date:
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Please print, sign, and mail, email or deliver in person this request to:

Office of Representative Zach Nunn  
ATTN: Mikah Fallert  
[Mikah.Fallert@Mail.House.Gov](mailto:Mikah.Fallert@Mail.House.Gov)  
400 Locust Street, Suite 250  
Des Moines, IA 50309

