



2023 Application Package for a United States Service Academy Nomination

Acceptance at a United States Service Academy involves at least a nine-year obligation to the particular Service, including four years at the Academy and five years with the Service upon graduation.

It is in your best interest to request a nomination through all sources available to you: Presidential, Vice Presidential, Senatorial, and Congressional. If your father or mother is active duty military or was killed in action, you may be eligible for a Presidential or Vice Presidential nomination. Please contact the Service Academy for more information.

Eligibility Requirements:

As of July 1st of the year of admission, applicants must meet all of the following requirements:

- Age - must be at least 17 by July 1st of entering year, but not older than 23;
- Citizenship - must be a U.S. citizen or have obtained citizenship by graduation;
- Residency - must be a legal resident of the state of Louisiana;
- Marital Status or Dependency - must be unmarried, not pregnant, and have no legal obligation to support a child or dependent;
- Academic - must have completed the SAT I or ACT examinations (To receive a nomination from Congressman Higgins' office, applicants must have an ACT score of at least 25.);
- Health - must pass Service Academy physical requirements and a medical examination;
- Character - must display strong moral character and leadership potential.

Please Note: *The Congressional nomination process is separate from and additional to the materials required by each U.S. Service Academy for admission. While a nomination is required to attend a U.S. Service Academy, applicants must also open an admissions file directly with the U.S. Service Academies they wish to attend. The Service Academies will return a Candidate Kit with specific instructions for their admissions process. It is to your advantage to apply to more than one Service Academy.*

2023 Congressional Nomination Process

PLEASE READ THESE INSTRUCTIONS CAREFULLY

To be considered for a nomination by Congressman Clay Higgins, **each applicant must submit an application package on or before November 1, 2023**. Late submissions or materials received separately (i.e. letters of recommendation, transcripts, or other attachments) will not be considered.

Each package must contain all of the items listed below:

- **Completed application form**
- **Extracurricular activities worksheet**
- **Short essay responding to the provided writing prompt**
- **Letters of recommendation** - (There is a limit of five letters of recommendation with a minimum of three. One letter must be written by your High School Principal or Guidance Counselor. The other letters may be written by teachers, coaches, scout masters, clergy, or community leaders who can accurately comment on your character, abilities, and potential for success in a Service Academy environment. Recommendations from family members are discouraged but will be accepted in exceptional circumstances. All letters should be submitted with your completed package.)
- **A one-page resume**
- **High school and/or college transcript**
- **SAT/ACT scores** - (Scores may be submitted with the candidate's high school transcript. All testing scores must be received by the date of Review Board interviews in early December. Late results cannot be considered for our purposes. You are encouraged to retake the SAT or ACT exam in order to improve your academic competitiveness. Academies will accept the highest scores in each academic area regardless of test date.)
- **Recent headshot or photo**
- **Candidate Fitness Assessment Scores**

Delivery Instructions:

Please submit your completed application and all supporting materials to our Lafayette office on or before the submission deadline. Completed applications may be delivered by hand or mail to Office of U.S. Congressman Clay Higgins; Attn: Gregory Ellison; 600 Jefferson Street, Ste 808; Lafayette, LA 70501.

Interviews:

Qualified applicants will be invited to a mandatory interview with Congressman Higgins' Academy Nomination Review Board. This non-partisan board ensures a fair and impartial process. Applicants are encouraged to dress appropriately. It is recommended men wear dress slacks and shirt or a coat and tie. It is recommended ladies wear dress pants or skirt and a dress shirt, or a dress. JROTC uniforms are acceptable and encouraged. Interviews will be scheduled for early December.

Selection Announcement: Nominations will be announced in late December.

Questions: Please contact Gregory Ellison at 337-703-6105 or greg.ellison@mail.house.gov

Service Academy Nomination Application

Applicants must directly contact the Service Academies to open an admissions file. The Service Academies will return a Candidate Kit with specific instructions for their admissions process. Congressional nomination materials are separate from and additional to the materials you must provide to the Service Academies. It is to your advantage to apply to more than one Service Academy.

I wish to be nominated to the following Service Academy(s) in this order of preference, using “1-4” with “1” being most preferred. Please mark only the Academies to which you seek a nomination.

_____ U.S. Air Force Academy

_____ U.S. Naval Academy

_____ U.S. Military Academy

_____ U.S. Merchant Marine Academy

Full Name: _____
(Last) (First) (Middle)

SSN: _____ - _____ - _____

Home Phone: (_____) _____

DOB: _____

Cell Phone: (_____) _____

AGE: _____

Other: (_____) _____

GENDER: M / F

Email: _____

Permanent Address:

Temporary Address (if applicable):

Father's Name: _____

Work Phone: (_____) _____

Mother's Name: _____

Work Phone: (_____) _____

I understand that in order to receive consideration for a nomination, my complete application must be received in the Lafayette office no later than November 1st. I understand that, if accepted to attend a U.S. Service Academy, this is a nine-year commitment to include four years in the Academy and five years of service upon graduation.

I meet all eligibility requirements set forth in this application and all information is truthful and accurate to the best of my knowledge. I personally completed this application, and I understand that no changes or additions may be made to this package once submitted.

Applicant's Signature: _____ Date: _____

Guardian's Signature: _____ Date: _____

Note: It shows responsibility when the student handles all correspondence and contact with my office. Please note that while we understand that sometimes it is easier for the parent to make contact, we prefer to work with you, the student, as this is a major commitment on your part.

Internal Use Only

Date Complete Package Received in Lafayette Office:

Signed:

Have you applied for a nomination by another source? If you have received a nomination from another source, please indicate by marking an "N" next to the source. Please check all that apply.

- | | |
|---|--|
| <input type="checkbox"/> Senator Bill Cassidy | <input type="checkbox"/> Congressman Garret Graves |
| <input type="checkbox"/> Senator John Kennedy | <input type="checkbox"/> Congressman Mike Johnson |
| <input type="checkbox"/> Service Related | <input type="checkbox"/> Congressman Troy Carter |
| <input type="checkbox"/> Congresswoman Julia Letlow | <input type="checkbox"/> Congressman Steve Scalise |
| | <input type="checkbox"/> Other: _____ |

EDUCATIONAL HISTORY:

Name of High School: _____

Address: _____

Phone: _____ Guidance Counselor: _____

Date of Graduation: _____ Estimated Class Rank & Class Size: _____ / _____

Grade Point Average: _____ Grading Scale Used: _____

SAT Composite: _____ Reading: _____ Math: _____ Writing: _____

ACT Composite: _____ English: _____ Math: _____ Reading: _____ Science: _____

Note: grade point average, scale, class rank & size (if recorded by school) must be included on your high school transcript. Official SAT/ACT scores must be sent directly from SAT and/or ACT to the Lafayette office.

College (if applicable): _____

Grade Point Average: _____ Hours Completed: _____ Major: _____

Applicant's Signature: _____

EMPLOYMENT HISTORY:

Start with your most recent work experience. Please use additional sheets if necessary.

Place of Employment: _____

Dates Employed: _____ Hours Worked per Week: _____

Reason for Working: _____

Place of Employment: _____

Dates Employed: _____ Hours Worked per Week: _____

Reason for Working: _____

Place of Employment: _____

Dates Employed: _____ Hours Worked per Week: _____

Reason for Working: _____

CRIMINAL INFORMATION:

Have you ever been convicted of a felony or misdemeanor? Including, but not limited to: driving while intoxicated or impaired or disorderly conduct charge. Do not include: speeding tickets, parking tickets, or traffic violations for which you did not receive any points.

Yes No

If yes, please explain (attach additional sheets as necessary): _____

MEDICAL INFORMATION:

Have you taken or been scheduled to take your Academy Medical Exam through DODMERB?

Yes No

Applicant's Signature: _____

EXTRACURRICULAR ACTIVITIES WORKSHEET:

For athletic activities, mark "JV" for Junior Varsity or "V" for Varsity in the appropriate space. Specify with an "L" if you lettered in the sport. Specify with a "C" if you were Captain of that sport.

High School Athletics: **9** **10** **11** **12**

Baseball	___	___	___	___
Basketball	___	___	___	___
Cheerleading	___	___	___	___
Cross Country	___	___	___	___
Drill Team	___	___	___	___
Football	___	___	___	___
Golf	___	___	___	___
Soccer	___	___	___	___
Softball	___	___	___	___
Swimming/Diving	___	___	___	___
Tennis	___	___	___	___
Track/Field	___	___	___	___
Volleyball	___	___	___	___
Water Polo	___	___	___	___
Wrestling	___	___	___	___
_____	___	___	___	___

Non-School Athletics:

Baseball	_____
Basketball	_____
Football	_____
Golf	_____
Gymnastics	_____
Running	_____
Karate	_____
Racquetball	_____
Skiing	_____
Soccer	_____
Softball	_____
Swimming	_____
Tennis	_____
Track/Field	_____
Volleyball	_____
_____	_____

Extracurricular Activities:

- ___ Student Body Representative
- ___ Scouting
- ___ Church Activities
- ___ Band/Orchestra
- ___ Music/Singing
- ___ Debate
- ___ Drama
- ___ School Yearbook/Newspaper
- ___ Key Club
- ___ Language or Science Club
- ___ ROTC
- ___ Civil Air Patrol
- _____

Leadership Roles:

- ___ Editor, Yearbook/Newspaper
- ___ Boys/Girls State
- ___ Student Body President
- ___ Class President
- ___ Student Body Officer
- ___ Athletic Team Captain
- ___ Eagle Scout
- ___ ROTC
- ___ Other Military Officer
- ___ Other School Club Officer
- ___ Non-School Club Officer
- _____

Awards & Honors:

Community Involvement:

Note: other extracurricular activities or awards may be included in your resume. Please do not attach copies of commendations, certificates, photos, etc. as they will not be considered.

Applicant's Signature: _____

ESSAY WRITING PROMPT:

In 500-750 words, please respond to the following question. Attach your response on a separate piece of paper or pages, and sign the bottom of your essay.

From a piece of literature you have recently read: (1) identify the heroic figure; (2) describe his/her value system; (3) compare your values to his/her values.

Please attach your response to the completed application.

Applicant's Signature: _____

Checklist for your Congressional Nomination Application Package

Remember: your package is considered incomplete without all required items indicated on page 2. Your application package plus any requested items must be received in the Lafayette office no later than November 1st of the year preceding your desired entry into a U.S. Service Academy.

Please initial to indicate that the item is included in your package. Please return in the following order, and return this worksheet with your completed package.

- ___ Completed application package, pages 3-8 (**Do not forget to sign where requested**)
- ___ Resume (1 page)
- ___ Recent headshot or photo
- ___ High school and/or college transcript
- ___ Your numerical class rank shown on transcript (please note if your school does not rank)
- ___ An official copy of your SAT/ACT scores sent directly from SAT/ACT to the Lafayette office
- ___ Letters of recommendation
- ___ Candidate fitness assessment scores

Letters of Recommendation:

Provide at least three but no more than five letters of recommendation supporting your nomination. One letter must be written by your High School Principal or Guidance Counselor. Letters must be included in your package and not sent separately.

	<u>(Name)</u>	<u>(Title/Organization)</u>
1.	_____	_____
2.	_____	_____
3.	_____	_____
4.	_____	_____
5.	_____	_____

NOTE: Items must be submitted as a package and not individually. Due to space restrictions, only the required materials will be used in consideration of your nomination request. Please do not send extra certificates, photos, etc.

Your completed Congressional Nomination Application Package must be submitted to:

OFFICE OF U.S. CONGRESSMAN CLAY HIGGINS
ATTN: GREGORY ELLISON
600 JEFFERSON ST, STE 808
LAFAYETTE, LA 70501

Applicant's Signature: _____