

Congressman Chris Smith

Fourth Congressional District of New Jersey



Service Academy Nomination Information, Timeline, Worksheet & Application



Military Academy at West Point



Naval Academy



Air Force Academy



Coast Guard Academy



Merchant Marine Academy

The United States Military Academy at West Point, New York

The United States Naval Academy at Annapolis, Maryland

The United States Air Force Academy at Colorado Springs, Colorado

The United States Coast Guard Academy at New London, Connecticut

The United States Merchant Marine Academy at Kings Point, New York

Each year, Congressman Chris Smith works to ensure that the brightest, most highly motivated and well-qualified young adults from the Fourth Congressional District are made aware of, considered for, and nominated to the United States Service Academies. This packet includes important information that students, parents and educators need for a student to participate in Mr. Smith's nomination process.

~~~~~

For an in-depth look at each of the five Service Academies, you may wish to watch the 24-minute-long video titled, "The 5-Pointed Star," which is available online.

# General Information

PLEASE NOTE: The information below **does not** apply to the U.S. Coast Guard Academy, which does not require a congressional nomination. Students may apply directly to the Coast Guard Academy.

1. Each member of Congress handles nominations differently. This information is specific to Congressman Smith.
2. While parents, counselors, educators, and others may be involved in the application process, it is the responsibility of each individual student to compete for a nomination and admission to a Service Academy. We encourage students to take charge of their process—not their parents.
3. Attending a U.S. Service Academy has two separate but parallel paths: students must receive an offer of admission from the Academy AND receive a nomination. In other words, students must apply to the Academies just as they would any other college or university. Simultaneously, they must seek a nomination from their Member of Congress, U.S. Senators, and/or the Vice President or President of the United States. It is also possible under some circumstances to receive a nomination from a JROTC program. **Students must complete both the nomination and admission processes.**
4. Congressman Smith strongly encourages each applicant to pursue a nomination from *as many nominating sources as possible (i.e., your U.S. Senators, JROTC, etc., as well as from Congressman Smith.)*
5. Congressman Smith does not control nor participate in the admission processes at the Academies.
6. Part of the Academy application process includes being deemed physically and medically able to attend. It is the applicant's responsibility to seek out the necessary medical and physical examinations.
7. To be considered for a nomination, each applicant must return his or her completed application packet in person or via trackable shipping by 4 pm on Friday, September 27, 2024, to:

**Via FedEx, UPS and in-person delivery:**

**Rep Chris Smith**  
33 Washington St – Lower Level  
Toms River, NJ 08753

**USPS mailing address:**

**Rep Chris Smith**  
PO Box 728, Toms River, NJ 08754

8. For an application to be considered complete, Congressman Smith's office must receive:
  - **PHOTO** – A small wallet-sized, portrait-style color photograph of the applicant.
  - **APPLICATION FORM** – see pages 4-5 of this guide.
  - **EXTRACURRICULAR ACTIVITY INFO** – Describing sports, clubs (both in and out of school), work history and any additional accomplishments. It is acceptable to include a resume in lieu of a list (see page 5 of this guide), but **you must sign and return the second page of the application even if submitting a resume.**
  - **CONGRESSIONAL PERSONAL ESSAY** – From the applicant, approximately one-typed page in length, explaining why you are requesting a nomination from Congressman Smith.
  - **ACADEMY PERSONAL STATEMENT/ESSAY** – A copy of the personal statement(s) or essay questions the applicant submitted online to each of the academies.
  - **TRANSCRIPT** – An official high school transcript **with raised seal.** (*This can be sent directly to my office from the school if necessary.*)
  - **SCORES** – A print-out of the applicant's SAT and/or ACT scores from the SAT/ACT website which **includes the student's name.** Additional updated scores may be submitted up until the interview date.
  - **THREE RECOMMENDATION LETTERS** – At least three letters of recommendation, one of which must come from the student's principal, vice-principal, or guidance counselor. (*If you have already completed high school or attend a preparatory academy, please ask about appropriate letters of recommendation.*)
9. The Congressman's office contacts applicants via cell phone and email. Once you apply, make sure you have voice mail set up, it is cleared out and you check it.
10. Your permanent address must be in the Fourth Congressional District to apply to Congressman Smith. If you are not sure of your district, contact one of the Congressman's offices or visit house.gov and enter your zip code in the FIND YOUR REPRESENTATIVE box on the upper right corner.

Questions? Students may contact Service Academy Nominations Coordinator  
**Mrs. Jo Schloeder at 732-504-0567** with any questions or concerns.

## Nomination Application Timeline

| <u>Date</u>                            | <u>Event</u>                                                                            | <u>Actions</u>                                                                                                                                                                |
|----------------------------------------|-----------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| July                                   | Rep. Smith's nominations application is available online                                | Students are encouraged to download the application and begin assembling documentation.                                                                                       |
| <b>September 27, 2024 at 4:00 p.m.</b> | <b>Deadline for return of applications to Rep. Smith's Toms River office</b>            | <b>Later SAT scores or additional letters of recommendation can be added up until December, <i>but the application must be completed and returned by this date.</i></b>       |
| Mid November                           | Students receive a letter notifying of the date and time of her/his personal interview. | Personal interviews will be held with Rep. Smith's Service Academy Nomination Board. <b>Students must email or call to confirm their interview appointment date and time.</b> |
| December 7-8, 2024                     | Interviews with Advisory Board                                                          | Students <b>must bring a print-out of first marking period grades</b> and may also bring any updated test scores, awards, etc. that have not yet been submitted.              |
| January 31, 2025                       | Rep. Smith makes nominations by this date                                               | Students will be notified by letter when final nominations are made.                                                                                                          |
| February-May 2025                      | Service Academies notify students if they receive an appointment                        | Students who did not receive a nomination, did not gain admission or both, may <u>reapply</u> until they are 22 years old.                                                    |
| June - July                            | Cadets & midshipmen report to academies                                                 | Future soldiers, sailors, airmen, marines, coastguardsmen & mariners begin military education.                                                                                |

**Please note:**

**Academy Nomination interviews will be conducted Saturday, December 7 and Sunday, December 8, 2024.**

*Applicants will be notified in November regarding their specific interview date and time.*

***If you have questions, please call 732-504-0567.***

**Pages 4 and 5 contain the SERVICE ACADEMY NOMINATION APPLICATION.**  
**When returning the application to Congressman Smith, do not return pages 1-3 of this guide.**



# Congress of the United States House of Representatives

## 2024/Class of 2029 SERVICE ACADEMY NOMINATION APPLICATION

**NO STAPLES:** Please do not staple together any pages of this application or any of the supporting documentation.

**ONE-SIDED PAGES ONLY:** Please do not submit two-sided documents.

### PLEASE PRINT LEGIBLY

If you have applied to more than one academy, Military  Naval  Air Force  Merchant Marine   
list preference (i.e., 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> choice):

Candidate Numbers: Military \_\_\_\_\_ Naval \_\_\_\_\_ Air Force \_\_\_\_\_ Merchant Marine \_\_\_\_\_

Date of Physical Aptitude Exam \_\_\_\_\_ Date of DODMERB exam \_\_\_\_\_

Do you have any reason to believe you may be disqualified  
for medical, scholastic, or other reasons? Yes  No

Do you plan to make  
military service a career? Yes  No

First Name \_\_\_\_\_ Middle Initial \_\_\_\_\_ Last Name \_\_\_\_\_

Mailing address of your  
Legal Residence \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

County \_\_\_\_\_ Municipality (if different than mailing address) \_\_\_\_\_

Your Cell \_\_\_\_\_ Your Email \_\_\_\_\_ Parent \_\_\_\_\_

Parent Cell \_\_\_\_\_ Parent Email \_\_\_\_\_ Name \_\_\_\_\_

Date of Birth \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ Place of Birth \_\_\_\_\_ Are you a U.S. Citizen? \_\_\_\_\_

Current Address if you are not currently  
living at your legal address (such as college) \_\_\_\_\_

School Currently Attending \_\_\_\_\_

Address \_\_\_\_\_ Guidance Phone No. \_\_\_\_\_

Anticipated Graduation Date or Year You Graduated HS \_\_\_\_\_ GPA \_\_\_\_\_

If Already Graduated, From What School and When? \_\_\_\_\_

Please list your best scores to date:

SAT Section Scores: Reading & Writing \_\_\_\_\_ Math \_\_\_\_\_ Essay if applicable \_\_\_\_\_

Subject Tests, if applicable

Subject/Score \_\_\_\_\_ Subject/Score \_\_\_\_\_

Subject/Score \_\_\_\_\_ Subject/Score \_\_\_\_\_

ACT: Composite \_\_\_\_\_ Math \_\_\_\_\_ Science \_\_\_\_\_ STEM \_\_\_\_\_ English \_\_\_\_\_ Reading \_\_\_\_\_ Writing \_\_\_\_\_ ELA \_\_\_\_\_

Have you applied to our NJ Senators for a nomination? No  Yes  (if yes, who?) \_\_\_\_\_

Have you ever applied to Rep. Smith for a nomination before? If so, what year(s)? \_\_\_\_\_

Do you intend to take  
the SAT/ ACT again?  
Yes  No

If yes, when?  
\_\_\_\_\_

## **EXTRACURRICULAR ACTIVITY INFORMATION PAGE**

**Please list extracurricular school, community and athletic activities  
or you may include a typed list of activities/resume as a separate attachment,  
but you must still sign, date and return this page.**

School Activities: \_\_\_\_\_

---

---

---

---

Community Activities: \_\_\_\_\_

---

---

---

---

Athletic Activities: \_\_\_\_\_

---

---

---

---

**You must return this page signed, even if you submit a separate resume.**

*If I receive (or my child receives) an appointment to a Service Academy, Congressman Smith has permission to use my (or my child's) name and photograph in media releases, printed publications, and/or websites.*

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_  
*(Granting permission to make application if candidate is under the age of 18)*

Parent/Guardian Name (print) \_\_\_\_\_

This two-page application, along with all supplementary documents, must be returned no later than **4:00 pm on Sept. 27, 2024.**

**Via FedEx, UPS or in-person delivery:**  
Rep. Chris Smith  
33 Washington St – Lower Level  
Toms River, NJ 08753

**Via US Postal Service (USPS):**  
Rep. Chris Smith  
PO Box 728  
Toms River, NJ 08754