Congressman Chris Smith  
*Fourth Congressional District of New Jersey*

Service Academy Nomination  
Information, Timeline & Worksheet

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, well-qualified and top-performing young adults of the Fourth Congressional District are made aware of, considered for and ultimately nominated to the United States Service Academies. This packet includes the most critical information that students, parents, counselors 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 entitled “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, as the Coast Guard Academy does not require a congressional nomination. Students may apply directly to the Coast Guard Academy.

1. Each member of Congress handles his or her nominations differently. This information is specific to Congressman Smith and the Fourth Congressional District.

2. While parents, guidance counselors, educators and others may be involved in the application process, it is ultimately the responsibility of each individual student to compete for a nomination and admission to a Service Academy.

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 like they would any other college or university. Simultaneously, they must seek a nomination from their U.S. Congressman, their 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 are responsible for the successful completion of both the nomination and admission processes.

4. Congressman Smith strongly urges each prospective applicant to pursue a nomination from as many nominating sources as possible.

5. Congressman Smith does not have control over or participate in the admission process at each Academy.

6. Part of the Academy application process includes being deemed physically and medically able to attend.

7. To be considered for nominations by Congressman Smith, an applicant must return his or her fully completed application to Congressman Smith’s office by Friday, October 9, 2020. The address is: 112 Village Center Drive, Freehold, NJ 07728

8. For an Application for Nomination to be considered complete, Congressman Smith’s office must receive:
   (a) A wallet-sized, portrait-style color photograph of the applicant;
   (b) A completed application with name, address, school name, etc.;
   (c) A completed extracurricular activity information page describing sports, clubs (both in and out of school), work history and any additional accomplishments. It is acceptable to include a resume;
   (d) An essay from the applicant, approximately one-typed page in length, explaining why he or she is requesting a nomination to an Academy from Congressman Smith;
   (e) A copy of the personal statement(s) or essay questions the applicant submitted to each of the academies;
   (f) An official high school transcript with raised seal;
   (g) A print out of the applicant’s SAT and/or ACT scores from the SAT/ACT website which includes the student’s name. Students may continue to provide updated scores up until their interview date;
   (h) 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. Congressman Smith’s staff is here to facilitate the application process. Students, parents, educators and guidance counselors may contact Mrs. Jo Schloeder or Mrs. Jill Morales, Service Academy Nomination coordinators, with any questions or concerns. They are available at Rep. Smith’s Freehold Constituent Service Center at (732) 780-3035.
## Nomination Application Timeline

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
<th>Actions</th>
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<tbody>
<tr>
<td>April 2020</td>
<td>Academy Info Night</td>
<td>Students gather information</td>
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<tr>
<td>July</td>
<td>Rep. Smith’s nominations application is available online</td>
<td>Students are encouraged to download the application and begin assembling documentation.</td>
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<tr>
<td><strong>October 9, 2020</strong></td>
<td><strong>Deadline for return of applications to Rep. Smith’s office</strong></td>
<td>Later SAT scores or additional letters of recommendation can be added up until December, <em>but the application must be complete and turned in by October 9th</em>.</td>
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<td>Late November</td>
<td>Students receive a letter notifying of the date and time of her/his personal interview.</td>
<td>Personal interviews will be held in the Freehold Office with Rep. Smith’s Service Academy Nomination Board. <em>Students must call 732-780-3035 to confirm their interview appointment.</em></td>
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<td>Dec. 19-20, 2020</td>
<td>In-person interviews with Advisory Board</td>
<td>Students <strong>must bring a print out of first marking period grades</strong> and may also bring any updated test scores, awards, etc. that have not yet been submitted.</td>
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<tr>
<td>January 2021</td>
<td>Rep. Smith makes nominations</td>
<td>Students will be notified by late-January by letter when final nominations are made.</td>
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<td>Feb-May</td>
<td>Service Academies notify students if they receive an appointment</td>
<td>Students who did not receive a nomination, did not gain admission or both, may <strong>reapply</strong> until they are 22 years old.</td>
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<tr>
<td>June</td>
<td>Cadets &amp; midshipmen report to academies</td>
<td>Future soldiers, sailors, airmen, marines, coastguardsmen &amp; mariners begin military education.</td>
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*We strongly suggest you note the December 19-20 interview dates on your family calendar.*

*For more information, call 732-780-3035*