Information and Instructions

2011 Service Academy Nomination

United States Senator Sherrod Brown

Candidates and Parents: Please feel free to contact Senator Brown's Academy Coordinator, Laura Pechaitis, at any time if you have questions or concerns about the application and nominations process. Phone: 216-522-7272 (Toll Free: 888-896-6446, press option 1 for Cleveland) Email: Laura_Pechaitis@brown.senate.gov

SUBMISSION INFORMATION

We will begin accepting applications on August 1, 2011. The deadline for submitting your application packet is September 26, 2011.

Contents of the Application Packet:

- ✓ Application (5 pages)
- ✓ Essay #1 (See Page 3 Information and Instructions)
- ✓ Essay #2 (See Page 3 Information and Instructions)
- ✓ Adult Recommendation (See Page 4 Information and Instructions)
- ✓ Peer Recommendation (See Page 5 Information and Instructions)
- ✓ High School Transcript (An official or unofficial transcript is acceptable.)

DO NOT SEND A RESUME, PHOTOGRAPH OR ADDITIONAL LETTERS OF RECOMMENDATION.

Please send your application packet as a PDF file to
academysubmission@brown.senate.gov
The subject line must read as follows: [ACADEMY_2012]

If you are unable to submit the application packet electronically, then you may mail or deliver it to Senator Brown's Cleveland office. Please send the complete application packet in one large, flat envelope and please do not staple the pages together. This will make it easier for us to scan the packet to create the PDF file. The application must be in Senator Brown's office by 5:00 PM on Monday, September 26, 2011.

Academy Coordinator
Senator Brown's Office
1301 East 9th Street, Suite 1710
Cleveland, Ohio 44114

Applications received by email or mail in Senator Brown's office in August will be awarded 25 extra points. Applications received September 1 – September 15 will be awarded 15 extra points.

ACT and SAT Test Scores

We will obtain test scores directly from the academies because we can quickly access your most recent scores. However, if you wish to send us the results, you may do so at any time or you may ask the testing company to send results. Senator Brown's SAT Code is 1333 and his ACT Code is 7170.

Qualifications

To qualify for Senator Brown's nomination, you must be a United States citizen and a legal resident of the State of Ohio.

If you are attending an academy-sponsored military preparatory school, you may not apply for Senator Brown's nomination.

The service academies require the following:

- For West Point, Annapolis and the Air Force Academy, you must be at least 17 years old, but not yet 23 years old on July 1, 2012. The Merchant Marine Academy has the same minimum age requirement but accepts students who are not yet 25 years old on July 1, 2012.
- You must not be married, pregnant or have any legal obligation to support children or other dependents.

Medical Requirements

A service academy medical examination must be passed before a candidate can receive an appointment. The examination is scheduled by the Department of Defense Medical Examination Review Board (DODMERB). Please carefully review the medical information on the academy websites and contact the academies directly if you have any questions or concerns about disqualifying medical conditions.

Senator Brown wants to ensure all his Service Academy nominees have a competitive opportunity to receive an offer of appointment. Therefore, he will not consider providing nominations to applicants who have received a FINAL medical waiver denied decision from a service academy.

The Selection Process

Prior to applying for a nomination from Senator Brown, please contact your academy or academies of choice to start the application process. Each academy will apprise you of any special physical, medical or academic requirements specific to that institution.

Each Member of Congress and U.S. Senator may have no more than five appointees in each of the service academies. Senator Brown uses the competitive process which permits him to nominate ten students for each appointment available. **A nomination does not guarantee acceptance to a service academy.** The Academy's Admissions Board ultimately decides who receives an appointment. You are encouraged to also seek a nomination from as many sources as possible, including the Vice-President, Senator Portman, your Member of Congress and for certain candidates, the President.

Senator Brown will appoint a Service Academy Selection Advisory Committee which will be comprised of volunteers who are former and active members of the military and/or local community leaders. All applications will be reviewed to determine which students are most qualified for consideration. Those students who are deemed "highly-qualified" will be interviewed by Advisory Committee members in October or November. Those who receive nominations will be notified by mail before January 31, 2012.

ESSAY TOPICS

Each essay should be on a separate sheet of paper and should be no longer than one page in length.

ESSAY #1: SERVICE

Senator Brown places a high value on community service. Briefly describe the most significant service project with which you have been involved. Explain your role in the project and what was accomplished. This project may be related to your work through your school or through any other local, state, national or international organization.

ESSAY #2: CHALLENGES

You will face many challenges while attending a military service academy. You can expect to be challenged academically and physically. What are some of the other challenges you will encounter and how are you preparing yourself to meet these challenges?

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To the candidate: Please provide this information to an adult (not a family member) who knows you well. That person should return the letter of recommendation to you so that you can include it as part of your application packet.

Adult Recommendation Instructions

Thank you for agreeing to write a letter of recommendation in support of this candidate who is seeking a nomination from Senator Brown to attend one of the service academies. Those who are appointed to an academy must be strong in mind, body and spirit to meet the challenges they will encounter during the next four years and beyond. We want to know what traits of scholarship, leadership and/or character you have observed while interacting with this candidate. Please also include any other information which you believe would be helpful to us in making our evaluation.

In addition, your letter of recommendation should include your full name, address and phone number where we can reach you, if necessary. Please also let us know how long you have known the candidate and the capacity in which you have known him/her.

Your letter of recommendation should be returned to the candidate so it can be submitted as part of the application packet. Your letter should not be in an envelope.

The candidate must submit his/her entire application packet on or before September 26, 2011.

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To the candidate: Please provide this information to the friend, classmate or teammate (not a family member) you have chosen to provide a letter of recommendation on your behalf. That person should return the letter of recommendation to you so that you can include it as part of your application packet.

Peer Recommendation Instructions

Thank you for agreeing to write a letter of recommendation in support of this candidate who is seeking a nomination from Senator Brown to attend one of the service academies. Those who are appointed to an academy must be strong in mind, body and spirit to meet the challenges they will encounter during the next four years and beyond. As a peer, you have a unique perspective of this candidate and you can help us in our evaluation. We want to know what you have observed while interacting with this candidate and specific examples of this candidate's leadership skills, ability to work with others and/or character traits.

In your letter of recommendation please include your full name, address and phone number so that we may contact you, if necessary. Please also tell us how long you have known the candidate and the capacity in which you have known him/her.

Your letter of recommendation should be returned to the candidate so that it can be submitted as part of the application packet. Your letter should <u>not</u> be in an envelope.

The candidate must submit his/her entire application packet on or before September 26, 2011.