

# Nomination to a U.S. Service Academy

## Useful Information from the Office of Congressman Tom Tiffany

### Requirements:

- Must be a U.S. citizen
- Single
- At least 17 years old (but not 23) as of the date classes begin
- Without dependents (and not pregnant)
- A resident of the 7<sup>th</sup> District
- **Submit application to my Wausau Office no later than 5 P.M., September 26, 2025**

**We encourage you to apply to multiple Service Academies. Typically we have 1-2 openings for USMA, USAFA, and USNA. We have unlimited nominations for USMMA.**

### Nomination vs. Appointment

An elected official has a set number of nominations they can make each year. Your nomination by an elected official is NOT an appointment to an Academy. Your nomination is necessary, however, for an Academy to appoint you. Only an Academy can appoint someone to attend.

**Medical Requirements:** The academies require a thorough medical exam as part of the admissions process. Applicants with less than perfect vision may be ineligible or need a waiver depending on the academy. Few “eye waivers” are approved (the Merchant Marine Academy grants none), so even superior candidates may be rejected for this reason. **The individual academy catalogs should be consulted for each school’s requirements.**

**ACT/SAT Scores:** Your scores on these tests are an important part of your application. If you have not already taken the test you should arrange to take it as early as possible. Please note that at least one of the academies is now requiring the new writing portion of the test. Your guidance counselor can provide registration information. You can have your scores sent directly to my office by listing my code number (ACT: 7760; SAT: 0265) on the test form.

**Evaluation Criteria:** The academies consider evidence of character, scholarship, leadership, physical aptitude, medical fitness, personal goals, and motivation in performing each nominee’s “whole-person” evaluation. These are also the criteria I use to determine nominations.

**Pre-candidate Questionnaires:** Contact the academy or academies of your choice to request a pre-candidate questionnaire. This is the first step in Admissions Office’s evaluation of your record. The results of this evaluation are provided by each academy to members of Congress to assist them in screening their applicants.

**Nomination:** The nomination process is very competitive. Each elected official is limited in the number of nominations they can submit to each individual academy per year. Each congressional district can never have more than five appointees attending an academy at any one time. For this reason I encourage you to explore all service academy options. I also urge you to apply for a nomination from my office as well as Senator Tammy Baldwin, Senator Ron Johnson, and Vice President Kamala Harris.

Further information regarding application procedures for these nominations is available through each academy’s website. Applying for more than one nomination increases your chances of securing a nomination. More than one nomination, however, is neither required nor helpful in gaining an appointment. If another authority nominates you, please notify me so that I may allow other candidates the opportunity for nomination.

## Checklist of Necessary Items for U.S. Service Academy Nomination

- Application
- Official copy of ACT or SAT scores
- Official high school transcript sealed by school Transcript must be in a sealed, unopened envelope.
- Recommendation letter from school principal or counselor. Letter must be in a sealed envelope with their signature upon the seal.
- Recommendation letter from English, Math or Science teacher. Letter must be in a sealed envelope with their signature upon the seal.
- Recommendation letter from another person who has known you for at least three years and is NOT a relative. Letter must be in a sealed envelope with their signature upon the seal.
- On a separate sheets of paper, please type your answers to the questions listed under the **Additional Information** section of the application.

Congressman Thomas Tiffany  
District Constituent Services Office  
2620 Stewart Ave. Suite 312  
Wausau, WI 54401

**APPLICATION FOR NOMINATION TO UNITED STATES ACADEMIES  
7<sup>TH</sup> CONGRESSIONAL DISTRICT OF WISCONSIN - 2024**

Please list the academy or academies for which you wish to be considered in order of preference. **Please only list academies which you intend to apply.** You are encouraged to rank all academies you intend to apply to as it is possible to obtain multiple nominations. **Failure to list an academy will result in not being considered for an open slot at that academy:**

- 1) \_\_\_\_\_
- 2) \_\_\_\_\_
- 3) \_\_\_\_\_
- 4) \_\_\_\_\_

Have you requested a pre-candidate file at any of these academies (circle one)? Yes No

If yes, which one(s)? \_\_\_\_\_

Have you submitted a pre-candidate questionnaire at any of the academies (circle one)? Yes No

If yes, which one(s)? \_\_\_\_\_

Have you attended any Academy Leadership Seminars (circle one)? Yes No

If yes, which one(s)? \_\_\_\_\_

Have you applied to Wisconsin's two U.S. Senators or the Vice President of the United States? Yes No

If yes, which one(s)? \_\_\_\_\_

**Personal Information**

Name: \_\_\_\_\_  
(Last) (First) (Middle)

Current Address: \_\_\_\_\_  
(Street Address) (Apartment #)

\_\_\_\_\_  
(City) (State) (Zip Code)

Home Phone: ( ) \_\_\_\_\_ Cell Phone: ( ) \_\_\_\_\_

Email: \_\_\_\_\_

Date of Birth: \_\_\_\_\_  
(Month) (Date) (Year)

Place of Birth: \_\_\_\_\_  
(City) (State)

Current Age: \_\_\_\_\_

Please list the names/handles you use on the following social media platforms:

Facebook: \_\_\_\_\_

Instagram: \_\_\_\_\_

Twitter: \_\_\_\_\_

Snapchat: \_\_\_\_\_

YouTube: \_\_\_\_\_

Do you wear eyeglasses? Yes No

Do you wear contacts? Yes No

Are you a U.S. citizen? Yes No

Are you a 7<sup>th</sup> District resident? Yes No

Have you ever been arrested? Yes No

If yes, what was the offense? \_\_\_\_\_

What was the outcome (dismissal, conviction, acquittal)? \_\_\_\_\_

***\*An arrest will not necessarily bar your nomination. The Academy Nomination Commission will take disposition, seriousness and nature of the violation into account.***

Name of parent(s)/guardian(s): \_\_\_\_\_

(Last Name)

(First Name)

\_\_\_\_\_  
(Relationship)

\_\_\_\_\_  
(Last Name)

\_\_\_\_\_  
(First Name)

\_\_\_\_\_  
(Relationship)

## Education Information

Current/Most recent high school: \_\_\_\_\_  
(Name)

\_\_\_\_\_  
(Street Address)

\_\_\_\_\_  
(City)

\_\_\_\_\_  
(State)

\_\_\_\_\_  
(Zip Code)

\_\_\_\_\_  
(Telephone Number)

Dates Attended: \_\_\_\_\_ - \_\_\_\_\_  
(Month/Year) (Month/Year)

Principal's Name: \_\_\_\_\_

Guidance Counselor's Name: \_\_\_\_\_

Current Year in School: 9 10 11 12

Year of Graduation: \_\_\_\_\_

Year you are requesting nomination for: \_\_\_\_\_

Class Rank: \_\_\_\_\_ out of \_\_\_\_\_

Cumulative G.P.A.: \_\_\_\_\_ on a scale of \_\_\_\_\_

Have you taken the ACT exam? Yes No If not, when will you take it? \_\_\_\_\_

Have you taken the SAT exam? Yes No If not, when will you take it? \_\_\_\_\_

***\*You do not need to take both tests, but you must provide official copies of either your SAT or ACT scores. If you have already taken either examination, you should contact the College Entrance Examination Board for SAT scores, or ACT for ACT scores and request that a copy of your scores be sent directly to Congressional Code 7760 for ACT and Congressional Code 0265 for SAT. If you have not yet taken these examinations, please list these codes as one of the recipients of your scores at that time.***

Have you ever been disciplined by your school administration for any reason in the last two years (If yes, please explain on a separate sheet of paper)? Yes No

## **Additional Information**

On a separate sheet of paper, please **type** your answers to the following questions. Please include your name and the current date at the top of **each** page.

- 1) What areas of study would you like to pursue at the academy and why? (300 words)
- 2) Describe a time in your life where you faced a difficult task or hardship, how did you overcome the challenges you faced? (300 words)
- 3) Applying to a United States Service Academy shows you want to attend the academy. What value do you offer the military to want them to select you? (300 words)
- 4) List school and/or community activities you are involved in including duration and hours per week.
- 5) List any academic, community, or athletic awards or honors you have received.
- 6) List any job experience including duration and hours per week.

***\*If you feel there are special conditions or circumstances regarding your application that we should take into consideration, please elaborate briefly (e.g. extremely difficult course load, a traumatic event that affected your performance, etc. (300 Words)***