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1380 SOUTH FULLERTON ROAD, SUITE 205
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(626) 964–5123

www.royce.house.gov

UNITED STATES
HOUSE OF REPRESENTATIVES

COMMITTEE ON
FOREIGN AFFAIRS
Chairman

COMMITTEE ON
FINANCIAL SERVICES

Subcommittees:
CAPITAL MARKETS AND
GOVERNMENT SPONSORED ENTERPRISES

HOUSING AND INSURANCE

EDWARD R. ROYCE
Thirty-ninth District–California

Application for Congressional Nomination Instructions:

Applications that do not conform to the instructions will not be accepted. Applications will be accepted starting on October 3, 2016 through October 28, 2016. Our office does not use rolling admissions thus no preference is given to applications submitted early.

Required Materials:

1. Application
2. Resume
3. Statement of Purpose –maximum length 1 page, single spaced, 12 pt. font.
4. Letters of Recommendation
5. Wallet sized photograph
6. Transcript – may be unofficial, copy of original, or printed from online. Must clearly show students name
7. Copy of SAT/ACT scores – may be unofficial, copy of original or printed from online

Submission Process and Format:

Applications must be submitted to "210 W. Birch Street, Suite #201, Brea, CA 92821, Attention: Academy Nominations". Applications can be submitted by mail or delivered in person. Each application must be submitted in a single envelope.

Do not submit applications in binders, booklets, or with plastic covers on the pages. Applications should have applicant name and page numbers clearly marked at the bottom of each page. Submitted applications must be complete containing all required materials including letters of recommendation. Do not turn in instruction pages, or pages 3 and 4 of application. Do not staple application.

Letters of Recommendation:

Letters should be collected by the students to be turned in with the application package. Letters must be in sealed envelopes with the writers' signature on seal. Additional requirements about letters of recommendation are in the application.

Duty to Notify:

By applying to our office for a nomination, you accept an ongoing duty to inform the nominations coordinator immediately if you cancel, withdraw, fail to complete your academy application, receive a nomination from a source outside Representative Royce, or receive a letter of assurance (LOA) from an academy.

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HOUSING AND INSURANCE

EDWARD R. ROYCE
Thirty-ninth District–California

Application for Congressional Nomination

Deadline: October 28, 2016

I. PERSONAL INFORMATION

Full Name: _____

Date of Birth (dd/mm/yy): _____ Age in November 2015:_____ Gender: M/F

Are you a U.S. Citizen? Yes/No

Street Address: _____

City: _____ 9-Digit Zip Code:_____

Home/Cell Number:_____ Email: _____

Father/Guardian Name:_____ Phone Number:_____

Mother/Guardian Name: _____ Phone Number:_____

Are either of your parents active, retired, or disabled military? Yes/No

Are there any members of your family who have graduated from a military academy? Yes/No

Relation to you:_____ Academy attended:_____

II. HIGH SCHOOL INFORMATION

High School: _____ Graduation Date (mm/yy):_____

Un-weighted GPA:_____ Weighted GPA: _____ Class Rank: _____

Highest SAT Score: V_____ M_____ W_____

Highest ACT Score: V_____ M_____ S_____ R_____W_____ Composite: _____

Will you be taking the SAT/ACT again? Yes/No If so, when?_____

If you have already graduated, what is your current status (college, working, etc.)?

_____

III. ACADEMY INFORMATION

Mark next to each academy the order of preference for those you are applying to.

Army_____ Navy_____ Merchant Marine_____ Air Force_____

Have you visited a service academy? Yes/No

Do you have a candidate file currently open at an academy? Yes/No

Status of Candidate Fitness Assessment: _____

Please circle any other sources for a nomination to which you are applying to:

President Vice President Senator JROTC

Our office does not provide a code for SAT/ACT, please print and attach scores.

IV. APPLICANT BACKGROUND

Do not duplicate information. You must include dates. Background examples include honors, awards, leadership position, etc. Provide reference for categories 1-6. Must be typed using the following format. See page 3 for a sample applicant background.

1. School related athletic activities:

2. Non-school related athletic activities:

3. School related clubs and organizations:

4. Non-school related clubs and organizations:

5. Academic honors and awards:

6. Employment and volunteer experience:

7. Please attach the following to your application:
   - **A. Statement of Purpose.** Explain why you would like to receive an appointment to a service academy. Maximum length: 1 page single spaced and in 12pt font.
   - **B. Three Letters of Recommendation.** Do not submit more than three letters. Two letters must be from the following: English instructor, Math instructor, Science instructor, History instructor, or school counselor. The third letter is your choice.

     Reference #1: _____
     Reference #2: _____
     Reference #3: _____

***

I hereby state that the information contained in this application is correct, and that it is my intention to attend a military academy if appointed. I am a U.S. Citizen, or will be by my reporting date to the respective academy; am at least 17 years but not yet 23 years of age by my reporting date to the respective academy; unmarried; not pregnant; have no child support obligation; and a legal resident of the State of California.

Signature:_____ Date:_____

SAMPLE APPLICANT BACKGROUND

1. School related athletic activities:
   JV Golf Team, Freshman-Sophomore (2 years)
   Varsity Golf Team, Junior-Senior Year (2 years)
   Team Captain, Varsity Golf: Senior Year (1 year)
   MVP, Varsity Golf (2014)

2. Non-school related athletic activities:
   Youth Lacrosse Coach, 2012-2014, Summer & Winter 3 hours/week
   Black Belt First Degree, 2012

3. School-related clubs and organizations:
   Yearbook Club, 2011-2013
   Robotics Club, 2011-2013, President 2012-2013
   Symphony Band (2011-2015) All Saxophones Section Leader
   Key Club (2011-2014): Vice President, 2013; President, 2014
   JROTC, 2012-2013

4. Non-school related clubs and organizations:
   California Boys State, 2014
   Boy Scouts of America – Eagle Scout, 2014; Eagle Bronze Palm, 2014
   US Naval Sea Cadets, 2nd Class Petty Officer (2011). Citation Ribbon as Battalion Honor Cadet (01/2011). NSCC Unit Commendation Ribbon POLA (7/2012).

5. Academic honors and awards:
   International Baccalaureate Certificate, 2014
   AP Scholar with Distinction, 2013
   National Honors Society, 2013-2014
   California Scholarship Federation, 2014
   Principal's Honor Roll (2012-2014) Reference: Jane Smith, JaneSmith@school.edu
   USNA Summer STEM Program, 2013
   USMA Summer Leadership Experience (SLE), 2014

6. Employment and volunteer experience:
   Food Bank, Church (100 hours) 2012 – Supervisor John Smith, 626-964-5123
   Business Intern (150 hours) summer 2014 | Reference: John Smith, JohnSmith@biz.com
   Cashier (2012-2011) 20 hours/week M-F for 15 weeks
   Babysitter (2010-2011) 10 hours/week Sat-Sun for 10 weeks

This is an EXAMPLE of how you may be evaluated in November 2015 when you interview with Congressman Royce's Selection Review Committee.

SELECTION REVIEW COMMITTEE QUESTIONS

- Why do you want to attend a U.S. Service academy?
- Why have you chosen this specific academy?
- Why does a military career appeal to you?
- Explain the service commitment upon graduation. How it will impact your future plans?
- Which high school activities have prepared you for success at a military academy?
- Describe what you think military training at the academy would involve?
- How have you prepared for the physically demanding academy life?
- What do you consider your strongest attributes?
- Where do you see yourself in ten years?
- How far are you on your application to the academy?
    - scheduled DoDMERB
    - passed CFA
    - submitted essays
    - been interviewed
    - submitted SAT/ACT scores
    - provided letters of recommendation
- What will you do if you do not receive a nomination or offer of appointment?
- Tell me about your visit to the academy

INTERVIEW OBSERVATIONS		**QUESTION RESPONSES**	
Poise/Self Confidence	___	Background/Self Image	___
Eye Contact	___	Motivation/Career Interest	___
Voice/Articulation	___	Academic Preparation	___
Grammar	___	Leadership Potential	___
Forthrightness	___	Physical Preparation	___
Self-Expression	___	Candidate Preparation	___
Appearance/Neatness	___	Honor/Ethics	___
Motivation/Determination	___		
Total:	___	Total:	___

SUBMITTED MATERIALS

Personal Statement	___	Total: _____
Letters of Recommendation	___	