

# 6 Service Academy Nominations Application Package Instructions

Please Return Completed Forms to:  
Attn: Teresa Valdez  
685 E. Carnegie Drive, Suite 100  
San Bernardino, CA 92408

## I • General Information

Submission deadline (must be postmarked by this date): **October 14, 2016**

Completed application package should be sent to: **Office of Representative Pete Aguilar  
Attn: Teresa Valdez  
685 E. Carnegie Drive, Suite 100  
San Bernardino, CA 92408**

We request that all materials be printed on standard sized paper (8.5" X 11") and NOT stapled together. All materials submitted to our office will not be returned to the applicant. Any application package not postmarked by **October 14, 2016** will NOT be considered. SAT/ACT scores for the November testing dates are the only materials accepted after the deadline.

After we have received your completed application package, we will send you a letter of acknowledgment.

## II • Application Package Checklist

The following items are required for a nomination:

### Service Academy

1. A completed application for nomination with the respective service academy. This is achieved by contacting the respective service academy via mail, website, email or a phone call. Any incomplete applications will not be accepted and will be returned to the sender.

### Office of Representative Pete Aguilar

1. A completed congressional application. The application includes:
  - a. Personal Information
  - b. Personal Commentary, which includes a 500-word essay describing yourself, your goals and the reasons you would like to attend an academy.
  - c. Two teacher recommendations: Use the recommendation forms included in the application. Teachers should complete the forms, seal them in envelopes, and return the forms to the student. The forms must arrive with the application package in sealed envelopes. Separate letters of recommendation are NOT required and will not be considered if received.
  - d. Interview Request form
2. Official high school transcripts. The official transcripts must arrive with the application package in a sealed envelope. Unofficial transcripts will not be accepted.
3. Official SAT and/or ACT scores. Applicants may contact the College Board at (609) 771-7600 or visit <http://www.collegeboard.com/student/testing/sat/scores/sending.html> to request that scores be sent directly to Representative Aguilar's office. **Please contact Teresa Valdez if you need assistance.**
4. A recent wallet-sized photograph of the applicant.