



## **Congressman Ben Cline (VA-6)**

### **Nomination Application Packet For the United States Service Academies**

*Acceptance at an Academy involves at least a nine-year obligation: four years at the Academy and a minimum of five years in the U.S. Military Service.*

*It is in your best interest to request a nomination through all sources available to you: Presidential, Vice-Presidential, Senatorial, and Congressional. If your parent served eight years in the military, or was killed in action, you may be eligible for a Presidential or Vice-Presidential nomination. Please contact the Service Academies for more information. It is strongly recommended each candidate apply to both U.S. Senators, in addition to Congressman Cline's office.*

#### **Eligibility Requirements**

*As of July 1st of the year of admission, applicants must be:*

- ❖ 17 years of age, but not yet 23;
- ❖ A citizen of the United States;
- ❖ Unmarried, not pregnant, and have no legal obligation to support a child or dependent; and
- ❖ A legal resident of the Commonwealth of Virginia and the Sixth Congressional District of Virginia.

#### **Nomination Procedures** *(Nominations will be announced by the end of the calendar year.)*

*To be considered for a nomination by Congressman Cline, each applicant must submit an Application Packet to the Roanoke District Office **on or before 5:00 pm October 24<sup>th</sup>, 2025**. Each packet must contain the following items:*

- ❖ **Application form** (included in this packet)
- ❖ **Extracurricular Activities Worksheet** (included in this packet)
- ❖ **3 Letters of Recommendation:** One should be written by your High School Principal or Guidance Counselor. The other letters may be written by teachers, coaches, scout masters, clergy or community leaders who can accurately comment on applicant's character, abilities and potential for success at an Academy. **Letters should be sealed and submitted with the application packet.**
- ❖ **SAT/ACT Scores:** Scores may be submitted with the candidate's official high school transcript. You are encouraged to take the SAT or ACT exams "early and often" in order to improve your academic competitiveness. Academies will accept the highest scores in each academic area, regardless of testing date.
- ❖ **Official High School Transcript:** Include a copy of your **senior class schedule**. **Senior grades may be submitted as soon as they are available. Counselors may fax or email them and only the senior grades may be forwarded after the October 24<sup>th</sup> deadline.**
- ❖ **Photograph:** Unless specifically requested, photographs will not be returned to the candidate.

#### **Interviews** *(Interviews will be scheduled between early November – mid December)*

Applicants who complete a nomination file will be reviewed by Congressman Cline. If interviews are conducted, applicants are encouraged to dress appropriately for a military academy interview. It is recommended that men wear dress slacks, shirt, and a tie. A coat is optional. It is recommended women wear dress pants, or skirt and dress shirt, or a dress. Tee shirts and jeans are not recommended.

## SERVICE ACADEMY NOMINATION APPLICATION

Applicants must directly contact the Academies to open an admissions file. The Academy will return to you their Candidate Kit or Application Packet with specific instructions for their admissions process.

The Congressional nomination materials ARE SEPARATE FROM the materials you must provide to the Academies. It is to your advantage to apply to more than one Academy.

### PLEASE TYPE ALL INFORMATION AND ANSWERS:

I wish to be nominated to the following academy(s) **in this order of preference (rank each academy 1-4 in order of importance/desire).**

\_\_\_\_ U.S. Air Force Academy  
\_\_\_\_ U.S. Military Academy

\_\_\_\_ U.S. Naval Academy  
\_\_\_\_ U.S. Merchant Marine Academy

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

E-mail: \_\_\_\_\_ Candidate's Cell: (\_\_\_\_) \_\_\_\_\_

DOB: \_\_\_\_\_ Mom's Cell: (\_\_\_\_) \_\_\_\_\_

AGE: \_\_\_\_\_ Dad's Cell: (\_\_\_\_) \_\_\_\_\_

GENDER: M/F Mom's Email \_\_\_\_\_

Dad's Email \_\_\_\_\_

Father's Name: \_\_\_\_\_ Mother's Name \_\_\_\_\_

Name of High School: \_\_\_\_\_

HS Address: \_\_\_\_\_

HS Phone: \_\_\_\_\_ Counselor's Name: \_\_\_\_\_

Permanent Mailing Address

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Temporary Address (if student is away)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

County: \_\_\_\_\_

Congressional District:/ Congressman:

\_\_\_\_\_

**I am a legal resident of the Commonwealth of Virginia and the Sixth Congressional District of Virginia.**

**My completed application packet must be received in the Roanoke District Office of Congressman Ben Cline on or before 5:00 pm on October 24<sup>th</sup>, 2025.**

**I understand the deadline for the receipt of the application packet, official high school transcript, college aptitude test scores and all recommendation letters is 5:00 pm on October 24<sup>th</sup>, 2025.**

Applicant's Signature \_\_\_\_\_

Date: \_\_\_\_\_

Parent's Signature \_\_\_\_\_

Date: \_\_\_\_\_

## **EDUCATIONAL HISTORY**

Date of Graduation: \_\_\_\_\_ **Estimated Class Rank & Class Size:** \_\_\_\_\_/\_\_\_\_\_

Grade Point Average: \_\_\_\_\_ Grade Scale Used: \_\_\_\_\_

SAT Scores: Total: \_\_\_\_\_ Verbal: \_\_\_\_\_ Math: \_\_\_\_\_ Writing: \_\_\_\_\_

ACT Scores: Total: \_\_\_\_\_ English: \_\_\_\_\_ Math: \_\_\_\_\_ Writing: \_\_\_\_\_

Reading: \_\_\_\_\_ Science Reasoning: \_\_\_\_\_

*Grade point Average, Scale, Class Rank & Size must be included on your high school transcript.*

*Home schooled students: mark rank in class as 1 of 1 if official ranking is unavailable.*

*ACT/SAT scores reported on your official certified transcript are acceptable.*

College (if applicable): \_\_\_\_\_

Grade Point Average: \_\_\_\_\_ Hours Completed: \_\_\_\_\_ Major: \_\_\_\_\_

## **EMPLOYMENT HISTORY**

*Starting with most recent; use additional sheets if necessary.*

Place of employment: \_\_\_\_\_

Dates Employed: \_\_\_\_\_ Hours Worked per Week: \_\_\_\_\_

Motivation for Working: \_\_\_\_\_

Place of employment: \_\_\_\_\_

Dates Employed: \_\_\_\_\_ Hours Worked per Week: \_\_\_\_\_

Motivation for Working: \_\_\_\_\_

## EXTRACURRICULAR ACTIVITIES WORKSHEET

NAME: \_\_\_\_\_

(LAST)

(FIRST)

(MIDDLE)

**ATHLETIC ACTIVITIES:** Mark "JV" Junior Varsity or "V" Varsity in the appropriate space.  
Also specify with an "L" if you lettered in the sport.

### HIGH SCHOOL

**9 10 11 12**

Baseball/Softball	—	—	—	—
Basketball	—	—	—	—
Cheerleading	—	—	—	—
Cross Country	—	—	—	—
Drill Team	—	—	—	—
Football	—	—	—	—
Golf	—	—	—	—
Soccer	—	—	—	—
Swimming/Diving	—	—	—	—
Tennis	—	—	—	—
Track/Field	—	—	—	—
Volleyball	—	—	—	—
Wrestling	—	—	—	—
_____	—	—	—	—
_____	—	—	—	—
_____	—	—	—	—

### NON-SCHOOL ATHLETICS

Baseball	_____
Basketball	_____
Football	_____
Golf	_____
Gymnastics	_____
Running	_____
Karate	_____
Racquetball	_____
Skiing	_____
Soccer	_____
Softball	_____
Swimming	_____
Tennis	_____
Track/Field	_____
Volleyball	_____
Wrestling	_____

### EXTRACURRICULAR ACTIVITIES

(Please mark an "X" to indicate activity involvement.)

Student Body Representative	_____
Scouting	_____
Church Activities	_____
Band/Orchestra	_____
Music/Singing	_____
Drama	_____
School Yearbook/Newspaper	_____
Key Club	_____
Language or Science Club	_____
Junior ROTC	_____
Civil Air Patrol	_____
_____	_____

### AWARDS AND HONORS

National Honor Society	_____
_____	_____
_____	_____

### LEADERSHIP ROLES

Boys/Girls State	_____
Student Body President	_____
Class President	_____
Student Body Officer	_____
Athletic Team Captain	_____
Eagle Scout	_____
Jr. ROTC	_____
Other Military Officer	_____
Other School Club Officer	_____
Non-school Club Officer	_____
Editor, Yearbook/Newspaper	_____
_____	_____

### COMMUNITY INVOLVEMENT

_____	_____
_____	_____
_____	_____

## **LETTERS OF RECOMMENDATION**

*List three individuals who will write a letter of recommendation supporting your nomination. One letter must be written by your High School Principal or Guidance Counselor.*

	<b><u>Name</u></b>	<b><u>Phone</u></b>	<b><u>Title /Organization</u></b>
1)	_____	_____	_____
2)	_____	_____	_____
3)	_____	_____	_____

### **CHECKLIST:**

- |  |   |
|--|---|
| <input type="checkbox"/> Completed Application Form      | <input type="checkbox"/> High School Transcript   |
| <input type="checkbox"/> Photo Attached to Application   | <input type="checkbox"/> ACT/SAT Scores (may be on Transcript)  |
| <input type="checkbox"/> Three Letters of Recommendation | <input type="checkbox"/> Senior-Class Schedule (senior grades may be forwarded as soon as they are available) |

**The deadline for completed application packets is 5:00 PM on Friday, October 24<sup>th</sup>, 2025. All applications must be completed or postmarked by that date. Please mail your completed application, including the required attachments and recommendations to:**

**Congressman Ben Cline (VA-6)  
ATTN: Jonathan T. Hartsock  
10 Franklin Rd SE, Suite 510  
Roanoke, VA 24011  
Phone: (540) 857-2672  
Fax: (540) 857-2675**

**Please contact Mr. Jonathan Hartsock with any questions you may have at 540-613-2862 or at [Jonathan.hartsock@mail.house.gov](mailto:Jonathan.hartsock@mail.house.gov). We will be pleased to assist you!**