

Congress of the United States
House of Representatives
Washington, DC 20515-3222

U.S. Representative John W. Mannion | NY-22

Military Academy Nomination Application Instructions and Checklist

Application Instructions

This form is to be completed by:

- Residents of New York's 22nd Congressional District.
- An individual who has or will graduate from high school on or before July 1, 2025.
- An individual who is interested in obtaining a Congressional Nomination to the U.S. Military Academy, U.S. Naval Academy, U.S. Air Force Academy and U.S. Merchant Marine Academy.
- Note: Congressional Nomination are **NOT** required for admittance to the U.S. Coast Guard Academy.

Complete and return this application and corresponding documentation to:

*U.S. Representative John W. Mannion
Attn: Military Academy Coordinator
440 South Warren Street, Suite 706
Syracuse, NY 13202*

Please complete application and materials in one packet and return to U.S. Representative Mannion's Syracuse District Office no later than 5 P.M. on Monday, October 20, 2025.

- Late applications will **NOT** be accepted under any circumstances.
- Please type or print legibly using blue or black ink.
- Do not print the application form double-sided. Submit all components of application on single-sided pages.
- Do not leave any question blank on the application form. Mark questions that are not applicable to you with "N/A."

Checklist

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Basic Requirements to Be Eligible for an Appointment to a Service Academy:

- ☐ be a U.S. citizen or national;
- ☐ be at least 17 years of age and not yet 23 years old on July 1st of the year the applicant would enter an academy (25 years old for U.S. Merchant Marine Academy);
- ☐ be unmarried, not pregnant, and without legal obligation to support children or other dependents;
- ☐ taken the SAT, or the ACT Assessment (ACT);

Application Packet Checklist

Have you included?

- ☐ Completed Application Form
- ☐ Photo of the Applicant (Approximately 2" x 2")
- ☐ Resume
- ☐ Unofficial High School Transcript (include college or prep school transcripts, if applicable)
- ☐ Unofficial ACT/SAT scores
- ☐ 500-word Personal Statement
- ☐ Two (2) Sealed Letters of Recommendation (One Academic and One Professional/Extracurricular)
- ☐ Have you signed and dated the application form?
- ☐ Have you completed or initiated your application to be submitted directly to the service academy (s) of your choice?

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U.S. Representative John Mannion NY-22
Military Service Academy Nomination Application Form

Return Completed Application Packets to:

U.S. Representative John W. Mannion
Attn: Military Academy Coordinator
440 South Warren Street, Suite 706
Syracuse, NY 13202

- Please type or print legibly in blue or black ink
- Submit application form and related documents on single-sided paper.

APPLICATIONS ARE DUE BY 5 P.M. ON MONDAY, OCTOBER 20, 2025

To Be Completed by Representative Mannion's Office:

Date Received:

Received By:

Academy 1:

Academy 2:

Application Complete:

Interview Time:

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Applicant Information

Name (as it appears on your Birth Certificate):

First

Middle

Last

Date of Birth: _____ **Place of Birth:** _____

Permanent Mailing Address:

Street Number and Name

City

State

Zip Code

County

Temporary Mailing Address: (if applicable):

Street Number and Name

City

State

Zip Code

County

Applicant Phone

Number: _____
Cell Phone Home Phone

Applicant Email

Address: _____

Please provide contact information for your parents/guardians (Complete both sections if parents/guardians do not reside in the same residence):

Parent/Guardian Name: _____

Parent/Guardian Name: _____

Address: _____

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Address:



Telephone: _____

Telephone: _____

Academic Information

High School

Attending/Attended: _____

High School Address:

Date of Graduation: _____

Grade Point Average _____

Class Rank: _____

Standardized Test Scores (record highest scores if taken more than once):

SAT: _____

Math

Critical Reading

Writing

ACT (Composite Score): _____

College/Preparatory School Attended (if applicable):

College/Preparatory School Address:

Major: _____

Minor: _____ **GPA:** _____

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Employment and Extra-Curricular Experience

Employment History (if applicable):

Employer:

Dates:

- 1.
- 2.
- 3.
- 4.
- 5.

Extracurricular Activities (List all volunteer, athletic and community activities or memberships; full descriptions of these activities should be included in your resume):

Activity:

Dates:

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.

Awards/Recognition:

Award Name

Awarding Organization

Date Received

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.

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Please use this space to provide any additional information regarding your personal, academic or extra-curricular experiences:

Service Academy for Which You Are Seeking Rep. Mannion's Nomination

Indicate the (1) Primary Choice and (2) Secondary Choice (if applicable):

☐ U.S. Air Force Academy ☐ U.S. Merchant Marine Academy
☐ U.S. Military Academy ☐ U.S. Naval Academy

Are you seeking a nomination through any other source(s)? If yes, please list who you have contacted: Yes ☐ No ☐

Is Rep. Mannion authorized to use your name in a press release if you receive a nomination/appointment? Yes ☐ No ☐

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Additional Documentation/Information Required

- 1.) Applicant Resume
- 2.) Unofficial Academic Transcripts (High School and College/Preparatory Schools, if applicable)
- 3.) Unofficial ACT/SAT scores
- 4.) 500-word Personal Statement/ Essay (Describing your future goals and why you wish to attend a service academy)
- 5.) Two (2) Sealed Letters of Recommendation (One Academic and One Professional/Extra-Curricular)

I, the undersigned, declare that the information that I have provided on this application and accompanying documentation is, to the best of my knowledge, true, correct and complete.

Signature of Applicant:_____

Date:_____

Applicant Name (Printed):_____