Congressional Office Academy Nomination Process

Presentation by:

Office of U.S. Senators Bennet and Hickenlooper

Hannah Mullen & Nannette Byrne-Haupt

Academy Nominations Coordinators



WHO DO I APPLY TO?

- You MUST apply directly to the academies of your choice. Applying to congressional offices is only one part of the process.
- You are encouraged to apply for a nomination from all nominating sources.
- Each U.S. Representative has their own process.

house.gov/representatives/find-your-representative

 U.S. Senators Bennet and Hickenlooper have a joint Academy Nomination process. You can use either website to find the application.

www.bennet.senate.gov

www.hickenlooper.senate.gov



Joint Process of Senators Bennet and Hickenlooper

What it means for applicants

- Fill out only one application.
- Access the application via either website.

www.bennet.senate.gov

www.hickenlooper.senate.gov

- All applications and submissions are tracked by both Offices.
- One interview.
- Questions can be posed to –

SenatorsAcademyNoms@bennet.senate.gov



Timelines

Spring 2023 - JUNIOR YEAR - Congressional Offices open the application process.

Fall 2023 - SENIOR YEAR - Applications are due, commonly in early October.

December 2023 - January 2024 - Students are notified of their status by Congressional offices.

Congressional offices submit their nomination slates to the Academies in January.

Spring 2024 – Student notification of appointment status and offers come directly from the Academies.



Application Information

Contact Information – Before completing your application, please make sure your contact information is reliable thru Spring 2024.

Academic Information - Grade point average, Classes taken & Unofficial transcript

Extracurricular Activities - Sports, Clubs, Organizations, Community Service and Employment

Awards/Honors & Leadership Roles

Personal Statement - Why Serving is Important to YOU.

Personal Photo



Application Information (continued)

Letters of Recommendation

- Ask each recommender to address all letters to the correct office.
 (example: Dear Senators Bennet and Hickenlooper or Dear Representative DeGette)
- Have your recommender put your letter on the letterhead of their school or organization, as appropriate.
- Please have one of your letters come from a Teacher, School Counselor, or Principal.
- We prefer each letter has a handwritten or, if necessary, an electronic signature.



Your Qualifications

We use a "Whole Person" approach when considering applicants for a nomination, which include attributes like:

- Diverse leadership qualities
- Competitive test scores and grade point average
- Efforts at self-improvement
- Commitment to service: Community and Country
- Patriotism



Interview Process

An Invitation to interview: Once your completed application has been reviewed, you may be invited to interview with congressional offices.

Learn more about the process: Contact individual offices to learn more about their interview process.

Typically, you will be interviewed by a panel of members of the community.

Interviews in October thru December:

This years interviews will be primarily in person with a virtual option to accommodate logistical issues.



Interview Logistics

Confirm Your Interview - Be sure of the date, time, and location of the interview and the office you will be interviewing with.

Test Your Technology – If virtual, be sure your technology is working properly to avoid last minute issues, and contact the Nomination Coordinator immediately if you have a problem.

Be Prepared – Enlist family or friends to do a practice interview, answering questions you think you may be asked.



Receiving a Nomination

- Receiving a nomination is just one step in the process. You
 must also apply for an appointment to the Academy associated
 with the nomination you may receive.
- Congressional offices must notify the Academies of their nominations no later than January 31, 2024.
- If you are offered a nomination and choose to decline the offer, another student will be offered the nomination.
- Nominations are not transferrable between Academies.



Helpful Hints

 REVIEW each congressional office's application requirements.

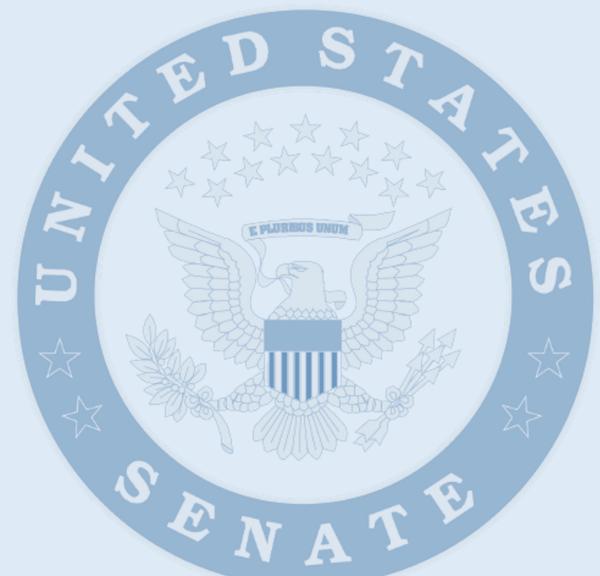
Review all materials you are submitting. PROOFREAD.

 ASK QUESTIONS. Feel free to contact the Nominations Coordinator in each office.

QUESTIONS

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