



## U.S. Service Academy Guidelines

The U.S. Service Academies are among the most highly respected educational programs in the nation. To be admitted to an academy, a prospective applicant must meet stringent academic, physical, and medical requirements specified by federal law. As a cadet/plebe at an academy, you will be provided a fully-funded four-year college education. By law, graduates of service academies are appointed commissioned officers in their respective service and are required to serve at least five years of active duty. For graduates of the United States Merchant Marine Academy, the obligation will be with the U.S. Navy Reserve.

It is a tremendous honor to receive a Congressional nomination and appointment to a service academy. Only the brightest of America's youth are offered a chance to attend one of these historic institutions. An appointment carries great responsibility, positioning you among our nation's military leaders who defend our freedoms around the world.

A nomination is required to gain an appointment to the Naval Academy, Air Force Academy, Military Academy at West Point, or the Merchant Marine Academy. A Congressional nomination is not required to attend the U.S. Coast Guard Academy. All applicants interested in the Coast Guard Academy must contact the academy directly by mail or online. Those interested in serving in the Marine Corps should apply to the Naval Academy.

While you must have a nomination for an appointment, a nomination does not guarantee an appointment. The academies will make the final decision on each candidate based on their own standards. An elected official may nominate you, but only an academy may appoint you.

### Eligibility Requirements

Each candidate must:

- be at least 17 years old, but have not passed their 23rd birthday (25th birthday for the U.S. Merchant Marine Academy);
- be a citizen of the United States;
- be unmarried, not pregnant, and have no legal obligation to support children or dependents; and
- be a legal resident of Colorado's 3<sup>rd</sup> Congressional District.



## Application Process

Each applicant must meet the eligibility requirements as well as submit a nomination file with Congressman Hurd's office **before 5:00 PM MST on Friday, October 10, 2025.**

A Nomination Application File consists of the following items:

1. Application to Congressman Hurd (this document)
2. High School and/or College Transcripts
3. Personal Statement
4. Two Letters of Recommendation
5. Resume

Please complete the Nomination Application File and either return by mail or in person to

Honorable Jeff Hurd  
ATTN: Service Academy Nominations  
743 Horizon Court, Suite 112  
Grand Junction, CO 81506

You may also scan the Nomination Application file and attach to an email in ONE PDF file.  
Please email to: [CO03Academy@Mail.House.Gov](mailto:CO03Academy@Mail.House.Gov)

If you have any questions, please send an email to [CO03Academy@Mail.House.Gov](mailto:CO03Academy@Mail.House.Gov) or call 970-208-0455 and mention you have questions about the Service Academy Nomination process.

Be sure your entire Application Nomination File arrives **before 5:00 PM MST on Friday, October 10, 2025.**

## Application Items

### 1. High School and/or College Transcript

A transcript is a listing of all the high school and college-level courses you have taken and the grades you received in those classes. You may obtain a transcript by asking your high school guidance counselor for a copy. If you are in college, you may ask for a copy of your college transcript in the registrar's office. If you are in college, you will need to submit a high school transcript in addition to your college transcript.

### 2. Personal Statement

Please submit a typed personal statement, no longer than one page, indicating why you wish to attend a service academy and how your familial, religious, educational, athletic, extracurricular,



community, or employment experience has led you to make this choice. In your statement, please indicate how you would meet the unique intellectual and physical challenges of a service academy.

### 3. Letters of Recommendation

Please select two people to write letters of recommendation on your behalf. Your references may include teachers, coaches, neighbors, employers, clergy, and community leaders. Please do not ask immediate family members such as parents, siblings, or grandparents. Ask your references to write about how they came to know you and in what capacity. They should also define your qualities, describe an example of how you demonstrated sound character or judgment, and outline why they think you should receive a nomination to a service academy. Please also limit letters of recommendation to one page.

You may include your letters of recommendation when you submit the Application Nomination File, or you may ask your references to mail or email their letters directly to:

Congressman Jeff Hurd  
ATTN: Service Academy Nominations  
743 Horizon Court, Suite 112  
Grand Junction, CO 81506  
Or: [CO03Academy@Mail.House.Gov](mailto:CO03Academy@Mail.House.Gov)

These letters must also arrive in the district office on or before the October 10<sup>th</sup> deadline or they will not be accepted. It is your responsibility to make sure your references send their letters on time.

### 4. Resume

The resume should be a brief account of the candidate's education, awards, volunteer service, and work experience. The resume should be no more than one page and should provide the board with an overview of the candidate's qualifications.

Personal Interview
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In mid-October, a staff member from Congressman Hurd's district office will contact you to schedule an interview with the Academy Selection Board. This board is comprised of several community leaders who will advise Congressman Hurd on his nominations and offer their recommendations to him. These interviews will tentatively take place on *Saturday, November 8<sup>th</sup>* and *Saturday, November 15<sup>th</sup>*. We plan to have interviews in Grand Junction and Pueblo, but depending on our applicant pool, we may expand to other cities across Colorado's 3<sup>rd</sup> Congressional District.



## Questions

All questions concerning academy nominations made through Congressman Hurd's office should be directed to Riley Scott in the Grand Junction district office. You can reach her at (970) 208-0455, or via email at [CO03Academy@Mail.House.Gov](mailto:CO03Academy@Mail.House.Gov)



## U.S. Service Academy Nomination Application

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

Social Security Number \_\_\_\_\_

Resident of Colorado's 3rd Congressional District? Yes \_\_\_\_\_ No \_\_\_\_\_  
(If you're not sure, enter your zip-code at <https://www.house.gov/representatives/find-your-representative>)

Permanent Address \_\_\_\_\_  
(Number and Street)

\_\_\_\_\_  
(City) (State) (Zip Code)

Telephone ( ) \_\_\_\_\_ E-mail \_\_\_\_\_

Height \_\_\_\_\_ Weight \_\_\_\_\_ Vision (Uncorrected) \_\_\_\_\_  
(i.e. Left: 20/20 Right: 20/40)

Age \_\_\_\_\_ Date of Birth \_\_\_\_\_ Place of Birth \_\_\_\_\_  
(Month/Day/Year) (City) (State)

Current Employment: \_\_\_\_\_

Are you now serving on military active duty? Yes \_\_\_\_\_ No \_\_\_\_\_ If Yes, which branch \_\_\_\_\_

Attach  
photo here.



### **Family/Guardian Information**

Father's Name \_\_\_\_\_ Daytime Phone (\_\_\_\_) \_\_\_\_\_

Employer \_\_\_\_\_ Occupation \_\_\_\_\_

Mother's Name \_\_\_\_\_ Daytime Phone (\_\_\_\_) \_\_\_\_\_

Employer \_\_\_\_\_ Occupation \_\_\_\_\_

Has any member of your family attended an academy and/or served in the military? If so, please make any notations here: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

### **High School and College Education**

High School \_\_\_\_\_  
(Name) (Number and Street) (City) (State) (Zip)

H.S. Counselor \_\_\_\_\_ Phone Number (\_\_\_\_) \_\_\_\_\_

GPA \_\_\_\_\_ Anticipated Graduation Date \_\_\_\_\_

Have you completed or in the process of completing any college-level courses? Yes \_\_\_\_ No \_\_\_\_

If yes, which subjects? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

SAT Score \_\_\_\_\_ ACT Score \_\_\_\_\_

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

(Name) (Number and Street) (City) (State) (Zip)

GPA \_\_\_\_\_ Anticipated Graduation Date \_\_\_\_\_



## **Academy Preference**

Please circle the number indicating your first choice, second choice, etc. If you have no interest in a particular Academy, circle 'N' for not interested. Please also circle either 'Y' for yes or 'N' for no regarding whether you have opened a pre-candidate file with an Academy.

### **U.S. Air Force Academy**

**Colorado Springs, Colorado**

(Commissioned into Air Force)

N 1 2 3 4

Opened a file? Y N

### **U. S. Merchant Marine Academy**

**Kings Point, New York**

(Commissioned into Naval Reserves)

N 1 2 3 4

Opened a file? Y N

### **U.S. Military Academy**

**West Point, New York**

(Commissioned into Army)

N 1 2 3 4

Opened a file? Y N

### **U.S. Naval Academy**

**Annapolis, Maryland**

(Commissioned into Navy/ Marine Corps)

N 1 2 3 4

Opened a file? Y N

## **Awards**

List all awards in the space provided: \_\_\_\_\_

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### **HS Athletic Participation**

Please circle (Yes) if you were the captain of your athletic team:

\_\_\_\_\_ 9 10 11 12 (Yes)  
 (Sport) (Year) (Captain)

\_\_\_\_\_ 9 10 11 12 (Yes)  
 (Sport) (Year) (Captain)

\_\_\_\_\_ 9 10 11 12 (Yes)  
 (Sport) (Year) (Captain)

\_\_\_\_\_ 9 10 11 12 (Yes)  
 (Sport) (Year) (Captain)

### **Non-School Athletics**

Please circle (Yes) if you were the captain of your athletic team:

\_\_\_\_\_ 9 10 11 12 (Yes)  
 (Sport) (Year) (Captain)

\_\_\_\_\_ 9 10 11 12 (Yes)  
 (Sport) (Year) (Captain)

\_\_\_\_\_ 9 10 11 12 (Yes)  
 (Sport) (Year) (Captain)

\_\_\_\_\_ 9 10 11 12 (Yes)  
 (Sport) (Year) (Captain)

### **Leadership Positions**

List all leadership positions in the space provided: \_\_\_\_\_

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### **Extra-Curricular Activities**

List all extra-curricular activities in the space provided: \_\_\_\_\_

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### **Application Agreement**

It is my sincere desire to attend a U.S. Service Academy, and I intend to pursue a vigorous academic course of study if appointed. I understand that attending a service academy also requires a minimum of five years of military service following graduation, and I fully commit to this responsibility. I have read the information explaining Congressman Hurd's nominating procedures and the information I am submitting is accurate. I certify that I am a U.S. citizen and a legal resident of the Third Congressional District of Colorado. I will be at least 17 years, but not yet 23 years of age, or 25 years of age for Merchant Marine Academy, on 1 July of the attending year. I am not pregnant, nor do I have any child support obligations. I understand that my application must be completed and returned to Congressman Hurd before the end of business on 10 October 2025, to be given full consideration.

Signature \_\_\_\_\_ Date \_\_\_\_\_