



**United States Service Academy
Nomination Application Checklist***
Congressman Greg Murphy, MD
North Carolina's Third District

**For applicant's use only. Please do not include checklist with your nomination application packet.*

1. _____ **Application Form:** Typed application* with your photograph
_____ Include proof of application to a U.S. Service Academy, refer to highlighted page 2.
*Handwritten applications will not be considered.
2. _____ **Essays:**
Three separate typed documents, 500 words each (12 point font/single spaced), refer to page 4.
3. _____ **Academic:**
_____ **Sealed official transcript:** From all high schools, community colleges, or colleges you have attended prior to October 1, 2023.
_____ **Class rank:** Must be documented via your transcript
_____ **Official SAT and/or ACT Scores:** If your transcript does not include your SAT and/or ACT scores, please request the testing service send an official copy of your scores to Congressman Murphy's office, see address below.
4. _____ **Three Recommendation Letters:**
_____ A minimum of three typed letters with wet/authentic signatures, refer to page 5.
5. _____ **Deadline:** Your nomination application packet must be postmarked **no later than October 1, 2023**. No exceptions. Applications must be submitted as one complete package. Individually submitted documents will not be considered.

Mail your nomination application packet to:

Office of Congressman Murphy, MD
ATTN: Caroline Wilson
2402 Dr. M.L.K. Jr. Blvd.
New Bern, NC 28562



NOTICE:

It is the responsibility of the applicant to ensure their packet has been received by the Office of Congressman Murphy. The applicant should mail their complete packet to the address above via courier with tracking service. The applicant should then expect follow-up from the Office of Congressman Murphy via email and/or phone. Therefore, the applicant should monitor their email and phone closely after mailing their nomination application packet to the Office of Congressman Murphy.



**United States Service Academy
Nomination Application
Congressman Greg Murphy, MD
North Carolina's Third District**

I. Personal Information

Name: _____
(last) (first) (middle)

Preferred Name (if different from first name): _____

Date of Birth: _____ Place of Birth: _____
(city & state)

Permanent Address: _____
(street) (apt.)

(city, state, zip) (county)

Temporary Address (if applicable): _____
(street) (apt.)

(city, state, zip) (county)

Home Phone: _____ Mobile Phone: _____

E-mail Address: _____

If your parent is a graduate of a U.S. Service Academy, confirm parent's name and Academy:

Father's Name: _____

Father's Address: _____
(street) (apt.)

(city, state, zip) (county)

Father's Employer: _____ Work Number: _____

Mother's Name: _____

Mother's Address: _____
(street) (apt.)

(city, state, zip) (county)

Mother's Employer: _____ Work Number: _____

List names and ages of your siblings below. If you have a sibling that is currently enrolled or has graduated from a U.S. Service Academy, also note below.

Name	Age	U.S. Service Academy
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

II. Academy Preference: Rank the Academies you are applying to in order of preference, 1 through 4.*
 *You must either be in the process of completing an application or have completed an application to a U.S. Service Academy. Include proof (Copy of Academy email or screenshot of your application status) with your NC-03 nomination application packet.

(If left blank, you will not be considered for nomination to that Academy.)

_____ U.S. Air Force Academy	_____ U.S. Merchant Marine Academy	_____ U.S. Military Academy	_____ U.S. Naval Academy
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Indicate below if this is your first time applying to an Academy or if you are reapplying to an Academy. If reapplying, what was the Academy's appointment decision and why?

Mark below all other Service Academy nomination sources you are applying or have applied to:

_____ Senator Tillis	_____ Senator Budd	_____ ROTC/JROTC	_____ President	_____ Vice President	_____ Svc. Secretary (Active-Duty Military Only)
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If you have applied for a nomination from an above source, confirm the status or the outcome of your nomination application below.

If you are currently serving, confirm military branch: _____

Rank: _____ Length of Service: _____

III. School Information:

High School: _____

Address & Phone: _____

Guidance Counselor Name/Phone/Email: _____

Graduation Year: _____

(If applicable)

College & Major: _____

Address & Phone: _____

IV. Extracurricular Activities:

List below any academic honor societies you belong to and/or any academic awards you have received.

List below all leadership positions held since entering ninth grade and your accomplishments. Include school extracurricular activities, club sports, civic activities, etc.

List below any non-athletic/non-academic awards, achievements, prizes or accomplishments.

List below organized sports that you have participated in since entering the ninth grade. Indicate varsity squad status for each and letters or other awards received if any.

Physical fitness is important to all academies as Cadets are required to participate in varsity, club, or intramural sports and pass periodic Physical Readiness Tests. If you do not participate in any organized sports, explain below what you do to stay physically fit.

List below your primary interests and hobbies.

V. Essays:

Answer the below 3 questions in 500 words each via attached separate documents. Therefore, you must submit 3 separate typed (12 point font size/single space) documents with your complete nomination packet.

1. Admission to a U.S. Service Academy is more than a college program and degree, it is the start of military career with a service obligation. What is your intended service branch/warfare area? Explain why you are choosing the branch in addition to explaining your understanding of the duties for a junior officer in that area.
2. U.S. Service Academy appointments are extremely competitive with about 5% of applicants receiving an appointment. Considering this statistic, explain what your plans are if you do not receive an appointment to an Academy. If your plans involve reapplying, explain measures you would take during the following year to become a competitive applicant.
3. Military structure includes detailed responsibilities and deadlines. In your opinion, how should an application submitted that does not conform to the stated requirements be handled? How should an application that is submitted after the stated deadline be handled, as well? Describe a situation where you held yourself or someone else accountable in a position of responsibility to date.

VI. Three Recommendation Letters:

A teacher, a coach and a person (unrelated to you) must provide a typed recommendation letter with their wet/authentic signature provided at bottom of letter and across the flap of the sealed envelope. Refer to page 5.

VII. Academic Records:

- Include a sealed official transcript from all high schools, community colleges, or colleges you have attended prior to October 1, 2023 with your complete packet. The high school transcript must include your class rank.
- Include official SAT scores if they are not noted on your official academic transcript.

VIII. Applicant's Signature:

The following information on this form and any attachments or enclosures are true, complete, and correct to the best of my knowledge. I am a United States citizen or will be by the time I enter the Academy. I am at least 17 years old, but not yet 23 years old on July 1st of admission year to an Academy. I am unmarried, I am not pregnant, and I am without legal obligation to support a child/children or other dependents. I am a resident of the Third Congressional District of the state of North Carolina, and I understand the deadline for this nomination application is **October 1, 2023**. If I have not submitted all requested information by this deadline, I understand that my application will not be given consideration.

(Applicant's Wet/Authentic Signature)

(Date)

Do NOT staple or print on the back of any pages.

Use extra pages as necessary and ensure all documents are typed.

*Nomination application packet must be postmarked **no later than October 1, 2023**. No exceptions.*

Insert your
professional
photo
(headshot)
here.

Please
ensure
photo is
clear.

Mail your nomination application packet to:

**Office of Congressman Murphy, MD
ATTN: Caroline Wilson
2402 Dr. M.L.K. Jr. Blvd
New Bern, NC 28562**

Questions regarding the NC-03 nomination application,
the applicant may contact:

**Caroline Wilson, Constituent Services Director
Congressman Greg Murphy, MD
Phone: 252-214-5787
Email: Caroline.Wilson@mail.house.gov**



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Recommendation Letter

A minimum of 3 total letters from your teacher, coach, and a person, who is unrelated to you, but knows you very well.

Instructions:

This recommendation is for a person applying for a nomination from Congressman Murphy to attend a U.S. Service Academy. The purpose of a Service Academy is to provide a college education leading to a career as a military officer. Please ensure the below is included via your typed letter of recommendation. Prior to sealing, ensure your wet signature is documented along with the date. **Once sealed, sign your name across the flap of the envelope and return to the applicant.**

- Formal salutation: Congressman Greg Murphy, MD
- Applicant's full name
- Length of time you have known the applicant
- Your relationship to the applicant
- Applicant's leadership potential through their talents and strengths
- Applicant's weaknesses (if any)
- Your opinion of why the applicant should receive a nomination to a U.S. Service Academy
- Your name (printed and wet/authentic signature)
- Date when you signed the letter
- Your address, phone number and email address