



Congresswoman Stacey E. Plaskett
U.S. Virgin Islands

United States Service Academies
Nominations Packet
Class of 2030

Application Deadline: October 31, 2025



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

Dear Applicant,

I would like to commend you on your decision to apply to one or more of the nation's five Service Academies. Historically, these Academies are institutions of higher learning where many great Americans are molded from young men and women to become leaders that have honorably protected our freedom and our form of government.

As your Congresswoman I am honored to have been given the opportunity to select the territories' most accomplished and motivated young people for acceptance to a Service Academy. The role of my office is to nominate students that have prepared themselves for the physical and mental challenges they will face. The Service Academies are equipped to prepare students for service to our country and as role models from our islands after graduation as commissioned officers in the United States Armed Forces. To assist us with this decision, a review board has been created and staffed with educators and servicemen from the community. The board will review applications, conduct interviews, and present their recommendations to my office for nominations.

The academies requiring nominations are:

- **U.S. Military Academy at West Point**
- **U.S. Naval Academy**
- **U.S. Air Force Academy**
- **U.S. Merchant Marine Academy**

Please remember that nominations are limited. We encourage you to also consider applying to the U. S. Coast Guard Academy, Officer Training Schools and Reserve Officer Training Corps (ROTC) programs as those options do not require nominations.

As your representative in Congress, remember that our offices are here to support you. I encourage you to continue to work hard to reach your goals. Please continue to strive for excellence and remember...the journey has just begun.

Your Servant,

Stacey E. Plaskett
Member of Congress

Students who are interested in attending Military Academies should begin the application process in their **junior** year of high school. Additionally, most of them offer summer programs, and students who are interested in attending Military Academies are encouraged to begin the application process in their **junior** year of high school. Additionally, most academies offer summer programs, and applicants are strongly encouraged to apply. The programs offered are the Summer Leadership Experience Program at West Point, the Summer Seminar Programs at the Naval and Air Force Academies, and the AIM Program at the Coast Guard Academy.

During the **summer of 2025**, please remember to:

Establish candidacy with the academy or academies you wish to attend by visiting their website. This may be completed as early as March 1st in some cases, but please visit the websites of each academy, which are listed below:

- U.S. Naval Academy: <http://www.usna.edu/Admissions/index.php>
- U.S. Military Academy at West Point: <https://www.usma.edu/admissions/sitepages/home>
- U.S. Merchant Marine Academy: <https://www.usmma.edu/admissions>
- U.S. Air Force Academy: <https://admissions.usafa.edu/>

Note: A Service Academy nomination is **NOT** required for the U.S. Coast Guard. For more information on this, please call **USCG Admissions Office at (860) 444-8500** or visit their website at:

- U.S. Coast Guard: <http://www.cga.edu>
- **U.S. Coast Guard Academy. The U.S. Coast Guard Academy does not require a nomination from either Congresswoman Stacey E. Plaskett or one of the appropriate nominating authorities to be considered for acceptance to the Academy.**
- The U.S. Coast Guard Academy is proud to educate leaders of a multi-mission, maritime military force. As a commissioned officer in the Coast Guard, one will be leading a team of men and women called on to serve the community, country, and fellow citizens. The roles of the U.S. Coast Guard go beyond just Maritime Safety and Security it also includes protection of natural resources, management of maritime traffic, commerce and navigation, and national defense. The academy located on the Thames River in New London, Connecticut, provides a four-year Bachelor of Science degree program with a full scholarship.
- Newly commissioned ensigns, upon graduation, report for duty aboard cutters and at sector offices in ports nationwide. As a graduate of the academy, one is obligated to serve five years in the U.S. Coast Guard. You may visit <http://www.cga.edu/> for additional information.
- Reserve Officer Training Corps (ROTC): An alternative to attending an academy is the Reserve Officer Training Corps (ROTC) programs offered by the U.S. Army, U.S. Air Force, and U.S. Navy Reserve. This program is offered at many colleges, and it is a four-year elective program. This program offers full and partial tuition scholarships to qualified students. As a result of completing a Reserve Officer Training program, one will be commissioned as a Second Lieutenant or Ensign, along with students who graduate from a service academy, at the same time.

Additional note: Permitted nominations for the U.S. Merchant Marine Academy differ from those of other academies; please be advised to visit their website link for further information.

The **next step** would be to fill out the nomination package, which will be accepted at the Office of Congresswoman Stacey E. Plaskett beginning **June 1, 2025, and ending on October 31, 2025, unless a particular condition requires an earlier or later submission.**

Additional nominating authorities are:

- The United States President
- The United States Vice President
- United States Senators
- Secretaries of the Navy, Army, Air Force
- Superintendents of selected academies

If a nomination is received from any of these authorities, please immediately inform our office.

Please submit a nomination application package to one of our District Offices and ensure that the required admissions application goes to the selected academy or academies of interest. *It is vital to know that due to the competitive nature of this process, we suggest applying to multiple academies, if not all of them.*

List of needed items for a complete nomination application package:

- A completed Service Academy Nomination Application Form
- Passport Photo- wallet size (2"x3").
- Resume
- An official transcript from all high schools or colleges attended
- Candidate Fitness Assessment
- DodMERB- Medical Information
- A 700-1,000-Word Essay
- Official SAT or ACT scores. The best verbal and math scores will be used
- Three letters of recommendation from a non-relative are duly required

*Items listed above **must** be mailed or hand-delivered to Congresswoman Stacey E. Plaskett's District Offices located at:

- **St. Croix - 60 King Street - Frederiksted, VI 00840**
- **St. Thomas – 9100 Havensight - Port of Sale Suite 22, VI 00802**

By October 31, 2025, all nomination applications must be completed and submitted. Applicants who have submitted a completed nomination packet by this date will be contacted, and an interview will be scheduled after that. Interviews will be conducted by the Office of Congresswoman Stacey E. Plaskett's Service Academy Selection Board. Applicants are also encouraged to follow up with our office to confirm receipt of the completed application.

Once the board members make their recommendations of an applicant or applicants to Congresswoman Stacey E. Plaskett, our office will submit the **nomination to the respective academy no later than January 31, 2026. *It is vital to clarify that the service academies have***

the full authority and the discretion of processing all applications received and determining appointments.

Nomination applicants will be notified of their nomination no later than February 1, 2026.

Service academies will notify nominees of their official status in **April 2026**.

Applicants are NOT guaranteed a congressional nomination and admission to an academy. If, for some reason, an applicant decides NOT to pursue a nomination, please notify our office immediately, and the respective nomination application will be withdrawn. If you have received a nomination and are subsequently offered an appointment but decide not to pursue such an offer, please notify **Kandyia Rivera in Congresswoman Plaskett's Office at (340)778-5900**.

APPLICATION CHECKLIST

(Please include your signed checklist with your complete packet)

I. Minimum Requirements

- One must be a citizen of the United States and domiciled in the Virgin Islands. Domicile is defined as a **person's fixed, permanent, and principal home**. One is domiciled in the Virgin Islands if a parent, legal guardian (or you) vote in and file state income tax returns in the Virgin Islands.
- As of July 1, 2025, one must be at least 17 years of age but not older than 23 years of age to apply to the Air Force, Military or Naval Academies. For the Merchant Marine Academy, one must be at least 17 years of age and not have passed his/her 25th birthday on July 1, 2025.
- One must have taken the SAT or ACT at least once by October 1, 2025.
- Applicants to the Air Force, Military, or Naval Academies must never have been married or have any dependents.
- **One must establish a pre-candidate file with the service academy of his/her choice.**

II. Required Materials to include in the completed packet

(Please make sure to include all the following materials in your complete packet)

- A completed Service Academy Nomination Application with all requirements from – Page 4.
- Passport Photo- wallet size (2"x3").
- An official sealed transcript from all high schools, junior colleges, or colleges the applicant has attended.
- Three letters of recommendation from individuals who have known the applicant for at least three years and who are not related (i.e., coach, counselor, community leader, teacher). The authors must sign their letters of recommendation.

- An essay of no less than 750 words but no more than 1,000 words explaining why the applicant is seeking this nomination, and why he/she wishes to be commissioned to one of the four service academies. Please utilize proper grammar and spell-check.
- Resume (2-page maximum). Include work experience or voluntary work (if any), education, extracurricular activities, awards, and honors. It should also include a summary of skills and abilities.
- Signed application checklist.

III. Required Materials that may be sent separately

- Official SAT or ACT Scores. The numerical code to have the scores sent directly to the Office of Congresswoman Plaskett is **0628** for the SAT and **7723** for the ACT. Scores that are on the high school transcript are accepted as official. Please see guidance or school counselor for further clarification.

Please note our **October 31, 2025 deadline:** If our office has not received the application and all required materials by **October 31, 2025**, applicants will not be considered for a nomination. Please ensure to follow up with the Office of Congresswoman Plaskett, St. Croix District office at (340) 778-5900 or the St. Thomas District office at (340) 774-4408 to confirm receipt of the completed application packet.

I have reviewed the checklist and included all the required materials (section II). I understand that it is my responsibility to ensure that all materials are submitted, and my application is complete.

Signature: _____ Date: _____

**Office of Congresswoman Stacey E. Plaskett
Service Academy Nomination Application**

Please note this application is CONFIDENTIAL. The application will be reviewed by the staff of Congresswoman Plaskett's Office, the academy nomination screening committee, Congresswoman Stacey E. Plaskett, and the Academy admission office. The information you provide will determine the selection of applicants who advance to an interview for the final selection of nominees.

APPLICATION INFORMATION

Full Name: _____ (First, Middle, Last Name, Nickname)

Current Address: _____

Street: _____

City Zip Code County: _____

Phone number(s): _____

Home Cellular: _____

Email Address: _____

Date of Birth: _____ SSN: _____

Father's Name: _____ Phone: _____

Mother's Name: _____ Phone: _____

Are you a United States Citizen? ☐ Yes ☐ No

Are you a resident of the Virgin Islands? ☐ Yes If yes, how long? ☐ No

Have you ever been arrested? ☐ Yes ☐ No Reason: _____

Have you previously applied for a nomination? ☐ Yes ☐ No

Please list other nominating sources you have requested a nomination from:

MILITARY ACADEMY PREFERENCE

Please rank each of the academies in order of preference, with one being your first choice. Rank only the academies you have applied to and that you will attend if accepted. The U.S. Coast Guard Academy is not listed because they do not require a Congressional Nomination.

Air Force: [] Army (West Point): [] Navy: [] Merchant Marines: []

Have you been contacted directly by an academy? [] Yes [] No

If yes, which academy and whom? _____

The year you wish to be appointed: _____

ACADEMIC ACHIEVEMENTS

High School: _____

Telephone: _____

Mailing Address: _____

Principal: _____

Counselor: _____

Graduation Year: _____

High School Rank: out of _____

College: _____

ACT Scores: _____

SAT Scores: _____

Required – include copies of your high school transcript and ACT or SAT results. (Transcripts that include test scores are accepted as official scores).

Academic Awards or Special Achievements:

ATHLETIC ACTIVITIES

Sport: _____

Years in Sport: _____

Special Recognition: _____

Awards or Special Achievements: _____

EXTRACURRICULAR ACTIVITIES (i.e. work, volunteer, clubs, religious)

List non-athletic extracurricular activities and leadership positions:

List non-athletic extracurricular awards or special achievements:

PRIOR SERVICE (personal or family):

Have you had any prior service with the military? ☐ Active ☐ Guard ☐ Reserve ☐ No

Branch: Years: Highest Rank:

Has a parent, grandparent or sibling attended a Service Academy? ☐ Yes ☐ No

Name Service Academy Graduating Year:

Name Service Academy Graduating Year:

DoDMERB- Medical Information:

Have you taken/been scheduled to take your Academy medical exam (scheduled by DoDMERB)? YES _____ NO _____

If yes, when? ____/____/____

As part of your application for admission to an Academy, you will be required to take a medical exam through DoDMERB (the Department of Defense Medical Examination Review Board). The following are common conditions that may cause an Academy to require you to obtain a waiver for admission.

NOTE: Receiving a medically disqualified notice from DoDMERB is NOT the end of the process. Many times, academies do grant waivers, so be sure to work through the process completely. Timely submission of all documentation to DoDMERB/Academy(ies) is key to a positive outcome.

- *Wearing corrective eyewear, especially if not correctable to 20/20.*
- *Laser surgery of any type.*
- *Diagnosis of color blindness.*
- *Diagnosis of asthma, hay fever, or allergies, especially after the age of 12.*
- *Diagnosis of ADD/ADHD/Learning disabilities, especially if you have used medication since the end of your sophomore year.*

- *Surgery or broken bones in the last ten years.*
- *Tattoos: especially if visible in any uniform and/or they can be deemed offensive.*
- *Diagnosis of concussion(s), especially multiple ones.*
- *Diagnosis of eczema.*

**Military, Naval, Air Force, or Merchant Marine Academy
Candidate Fitness Assessment (to be completed following the instructions listed on the
academy websites):**

NOTE: Failure to complete this by October 31, 2025, will affect the review of your overall nomination and may result in an incomplete file. * Any applicant who does not complete this by the due date needs to explain, in writing, why it was not completed, and attach an explanation to this file.

THIS SHOULD BE YOUR OFFICIAL CFA FOR THE ACADEMY—NOT A PRACTICE TEST.

*This timeline is a requirement of this congressional district, not the Academy.

Push-ups: _____ Mile Run: _____ minutes _____ seconds

Shuttle Run: _____ seconds Basketball Throw: _____ ft.

Pull-ups: _____ Sit Ups _____

Pass: _____ **Fail:** _____

ESSAY

In 750 words but no more than 1,000 words, explain:

- In what ways have you prepared yourself to study at a service academy?
- When did you decide you wanted to attend an academy, and how was your interest generated?
- Why do you want to attend a service academy rather than a traditional civilian university?
- USAFA and USMA each have an honor code, and USNA and USMMA each have an honor concept.
- Explain how you intend to uphold honor at an academy and why it is important not only while at an academy but throughout your military career.

Please list any information, not mentioned before, that you would like Congresswoman Plaskett and the nomination committee to know about you.

APPLICATION AGREEMENT

Carefully read the paragraph below before signing. Your signature indicates your agreement with the following statements.

It is my sincere desire to attend a U.S. Service Academy, and I intend to pursue a rigorous 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. I confirm that I have met all of the basic eligibility requirements for the U.S. Service Academy(s) to which I have applied.

I certify that all information provided in this nomination application packet is true and correct to the best of my knowledge. Any changes or corrections to this information will be reported as soon as possible to Congresswoman Stacey E. Plaskett's District Office. Additionally, I understand that I will not be considered for a nomination if the required application packet documents are incomplete or are not postmarked by October 31, 2025.

PRIVACY STATEMENT

The information provided in this application is true and correct to the best of my knowledge. In addition to this applicant, I understand that I am required to submit all items listed on the application checklist. I further understand that Congresswoman Plaskett's District Office must receive all application materials **no later than 6:00 p.m., October 31, 2025.**

Signature: _____

Date: _____

ADDITIONAL INSTRUCTIONS AND GENERAL INFORMATION

I: BASIS FOR SELECTION

Academics, leadership potential, extracurricular activities, physical fitness, and letters of recommendation ARE the selection factors considered for nomination.

- **Academic Factors.** Applicants will be considered based on school records, grade point average, and College Board scores. High SAT and ACT scores provide greater chances for a nomination, as well as meeting and exceeding the qualifications in the remaining areas of consideration.
- **Extracurricular Activities.** Congresswoman Stacey E. Plaskett's Service Academy Selection Board seeks students who, within their communities (schools, volunteer work, or other activities), demonstrate leadership ability.
- **Motivation.** One important factor that should not be overlooked is the applicant's motivation to attend the academy. The effort taken to complete the application, including the essay and resume, serves as a useful indicator of this motivation. Please note that incomplete applications will not be considered. **Hint – the essay is a beneficial tool in the review of the application.**
- **Leadership and Physical Fitness.** The information provided on the application will demonstrate leadership potential and physical fitness. Unlike colleges, Service Academies place a high emphasis on physical training. Like colleges and universities, Service Academies consider leadership and extracurricular activities to be of great importance. Letters of recommendation and resumes **should** highlight an applicant's leadership skills.

II: Other Commissioning Options

U.S. Coast Guard Academy. The U.S. Coast Guard Academy does not require a nomination from either Congresswoman Stacey E. Plaskett or one of the appropriate nominating authorities to be considered for acceptance to the Academy. Reserve Officer Training Corps (ROTC): An alternative to attending an academy is the Reserve Officer Training Corps (ROTC) programs offered by the U.S. Army, U.S. Air Force, and U.S. Navy Reserve. This program is offered at many colleges, and it is a four-year elective program. This program offers full and partial tuition scholarships to qualified students. As a result of completing a Reserve Officer Training program, one will be commissioned as a Second Lieutenant or Ensign, along with students who graduate from a service academy, at the same time.

For additional information, please visit the following websites:

1. U.S. Army ROTC <http://www.goarmy.com/rotc.html>
2. U.S. Air Force ROTC <http://www.afrotc.com/>
3. U.S. Navy ROTC <http://www.nrotc.navy.mil/>

The following factors must be addressed in the essay:

- An experience that demonstrates one's leadership skills.
- Specific act(s) that you feel have prepared you for the rigorous challenges of attending a U.S. Service Academy.
- Motivator(s) that generated your interest with U.S. Service Academies, such as family member(s) and/or a specific event, if any.

RESUME

A summary of knowledge, skills, abilities, and accomplishments is required in one's resume submittal. Specific dates of involvement for each activity listed must be included in the resume. Below one will find a resume template that should be utilized in the construction of the resume. One may choose the format of the resume that he/she desire to utilize. The Office of Congresswoman Stacey E. Plaskett encourages all applicants to consider this template as a reference in the construction of a personal resume.

Resume must include:

- Full Name
- Full Address and Zip Code
- Phone Number
- Email Address

Education

- Name of high school(s) attended
- Name of Colleges/Universities attended (if applicable)
- Full School Address
- Dates Attended
- Graduation Date (actual or anticipated)
- Relevant Subjects

Experience

- Full Name of Employer
- Business Address and Zip Code
- Title held
- Description of responsibilities performed

Extracurricular Activities

- School

- Community
- Religious or other social groups
- Offices held (i.e., member, President, Secretary)

Honors/Special Accomplishments

- Awards and honors
- Specific achievements
- Special recognition

Interests and Hobbies

- Hobbies
- Special talents

LETTERS OF RECOMMENDATION

Three (3) letters of recommendation are required from each applicant. Applicants are encouraged to contact the recommendation letter authors with anticipation to ensure letters are included in the nomination request packages due by October 31, 2025.

Certain elements should always be addressed in any recommendation letter (potential, dependability, consistency, contributions, accomplishments, and character). Below, we have outlined some questions that may assist in the formulation of the letters. We recommend that this information be shared with the author of the letters.

- How long have you known the applicant, and in what capacity?
- Describe the applicant's strengths, skills, and leadership ability?
- Do you believe the applicant plans to pursue military service as a career? Does he/she possess the maturity to fulfill the commitments and obligations that accompany a Service Academy education?
- How does the applicant handle challenging situations and/or failures? Provide an example where the applicant has demonstrated agility in handling a specific challenging situation and/or failure.
- Do you know of any personal circumstances that might affect the applicant's performance at a Service Academy?

Interview

The interview is expected to be scheduled sometime after the application deadline and before **January 31, 2026**. You will receive an email invitation notifying you of your interview date and time. Please be prepared and keep a close watch on your email for the invitation.

Below are some guidelines that may be followed in preparation for the interview.

Do

- Dress appropriately; be conservative to show that the interview is taken seriously. Remember that you are interviewing for nomination to a SERVICE ACADEMY! For males, a long-sleeved shirt, tie, and slacks are appropriate, but if you have a suit or jacket, it is even better! For females, a dress or a skirt is appropriate but keep in mind that length is essential. If you have a jacket to go with the ensemble, better yet! Jewelry should be minimal, and visible cleavage is not appropriate. Jeans and sandals are not appropriate attire for an interview. Your personal grooming and cleanliness should be impeccable.
- Know the exact time and location of the interview; know how long it takes to get there. Better yet, arrange to arrive early, 10 minutes before the interview start time is acceptable.
- Remember to treat people you encounter with courtesy and respect. At times, their opinions might be solicited during the selection process.
- Offer a firm handshake and make eye contact. Having a true expression when your interviewers greet you is helpful.
- Use formality. Always address your interviewers by name, title (Ms., Mr., Dr.) and last name, unless invited to do otherwise. Sir and Madam are also acceptable in this interview.
- Always maintain good eye contact during the interview. Be aware that some of your interviewers may not be physically in the same room as you (conference call).
- Sit appropriately in your seat; avoid fidgeting and slouching.
- Always, always, always respond to questions. Back up statements about yourself with specific examples whenever possible.
- Do focus on your positive characteristics and strengths, and qualifications for the job. Never criticize yourself in an interview.
- Ask for clarification if you do not understand a question.
- **DO PRACTICE INTERVIEWING** with others who can provide positive feedback, such as family members, mentors, and counselors.

DO NOT

- Do not make negative statements about yourself. Do not make apologies or talk about what you do not have in your background. Remember to remain positive.
- Do not chew gum, bite your fingernails, touch your face or hair, or adjust your clothing.
- Do not allow your cell phone to ring or make a sound during the interview. (If it does, apologize quickly and ignore it.) Do not take a cell phone call. Do not look at a text message.

- **DO NOT** treat the interview casually; this is important to us, and it should be to you!

SERVICE ACADEMY SELECTION BOARD

OVERVIEW

The Office of Congresswoman Stacey E. Plaskett Service Academy Selection Board embraces former and current officials of the Armed Forces, government officials, and educators. All members of this board currently reside within the territorial district of the U.S. Virgin Islands.

GRADING RUBRIC

The Service Academy Selection Board will interview all applicants. Its members will utilize information obtained from the applicant's interviews and apply such information to the board's scoring methodology.

The scoring methodology to be utilized will be based on obtaining a comprehensive applicant composite of intelligence, leadership, motivation, confidence, and character (recommendation letters). The following categories demonstrate the areas to be graded:

- School Grades (i.e., official transcripts from high school and/or college)
- Standardized Test Scores (SAT/ACT)
- Extracurricular activities
- Athletic participation
- Leadership and Personal roles
- Personal essay
- Letter of recommendations
- Personal interview

Five Star Military Academy Important Dates

Naval Academy

- October 31, 2025- [Congresswoman Stacey Plaskett Nomination Packet](#) is **due**.
- December 31, 2025 - deadline to OPEN an application with USNA Class of 2030.
- January 31, 2026 - deadline to complete USNA application.
- April 15, 2026 - deadline for USNA to notify all students of their status.
- May 1, 2026 - accept or decline offer to USNA/NAPS if offered.

West Point Academy

- October 31, 2025- Congresswoman Stacey Plaskett Nomination Packet is due.
- February 1, 2025 - Application Portal opens.
- West Point will start your candidate file upon receiving a completed Candidate Questionnaire online.
- February 1, 2026 - Summer Leaders Experience Portal Opens.
- The Summer Leaders Experience (SLE) application will open for high school juniors and will remain open until March 15, 2025.

Coast Guard Academy

- July 15, 2025 – Admission application opens.
- October 15, 2025 – Early Action deadline.
- October 31, 2025- Congresswoman Stacey Plaskett Nomination Packet is due.
- By December 23, 2025, Early Action decisions will be released.
- January 15, 2026 – Regular Admission online application deadline.
- January 29, 2026 – Deadline for Regular Admissions forms and scores.
- By April 1, 2026 – Regular Admission decisions released.
- April 15, 2026 – Medical Examination deadline.
- May 1, 2026 – Appointment acceptance deadline.
- May 15, 2026 – Medical Exam qualification/waiver deadline.
- June 1, 2026 – Enrollment paperwork due.
- Last Monday in June – Swab Summer starts.

Airforce Academy

- March 15 to January 31: Contact your Members of Congress for a nomination. This means contacting both your senators and the House Representative from your district. Each member may have a different deadline, so apply as soon as possible in all categories for which you may be eligible. The deadlines for most congressional offices are on or before **October 31**, and most congressional members will conduct interviews before Thanksgiving. Please go to page 6 for other nomination categories for which you could be eligible to apply. Do not wait for a nomination to complete your application. You should be working on both (nomination and application) at the same time.
- December 31, 2025: Deadline to submit the initial application/Pre-candidate Questionnaire (PCQ)
- January 31, 2026: Deadline for Airmen to submit AF Form 1786 for a Regular or Reserve nomination. Forms will not be accepted before 1 July 2025
- Deadline for nomination requests sent to the Vice President and for all military-affiliated nominations.

Merchant Marine Academy

- The application deadline for the Class of 2030 is February 1, 2026.