



Congresswoman Stacey E. Plaskett
U.S. Virgin Islands

United States Service Academies
Nominations Packet
Class of 2026

Application Deadline: October 31, 2021

STACEY PLASKETT
U.S. VIRGIN ISLANDS

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

COMMITTEE ON WAYS AND MEANS
SUBCOMMITTEE ON SELECT REVENUE MEASURES
SUBCOMMITTEE ON OVERSIGHT
COMMITTEE ON THE BUDGET
COMMITTEE ON AGRICULTURE
CHAIR, SUBCOMMITTEE ON
BIOTECHNOLOGY, HORTICULTURE
AND RESEARCH

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,

A handwritten signature in blue ink that reads "Stacey E. Plaskett".

Stacey E. Plaskett
Member of Congress

ST. CROIX DISTRICT OFFICE
60 KING STREET
FREDERIKSTED, VI 00840
(340) 778-5900
FAX: (340) 778-5111

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ST. THOMAS DISTRICT OFFICE
9100 PORT OF SALE MALL, SUITE 22
ST. THOMAS, VI 00802
(340) 774-4408
FAX: (340) 774-8033

Students that 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 applicants are also 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 2021**, 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 1 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>

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 **August 1, 2021, and ending on October 31, 2021, 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 for to know that due to the competitive nature of this process, we suggest that 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
- Recent photograph
- Resume
- An official transcript from all high schools or colleges attended
- A 250-500 typed word essay explaining why you wish to attend a U.S. Service Academy.
- Official SAT or ACT scores. Best verbal and math scores will be used.
- Three letters of recommendation from a non-relative are duly required.

Items listed on the previous page must be mailed or hand-delivered to Congresswoman Stacey E. Plaskett's District Offices located at:

Or

By October 31, 2021, 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 selection board makes its 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, 2022. *It is vital to clarify that the service academies have the full authority and the discretion of processing all applications received and determine appointments.***

Nomination applicants will be notified of their nomination no later than January 31, 2022.

Service academies will notify nominees of their official status in **April 2022.**

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 offer, please notify **Cletis Clendinen in Congresswoman Plaskett' s Office at (340)774-4408.**

Requirements

Minimum requirements are listed below for all of the U.S. Service Academies that require a nomination from Congresswoman Stacey E. Plaskett. Applicants meeting these requirements are eligible to attend a U.S. Service Academy. ***Applicants are NOT guaranteed a congressional nomination and admission to an academy.*** If further clarification is required, please contact Mr. Cletis Clendinen at (340) 774-4408 at your earliest convenience.

ACADEMY REQUIREMENTS

MINIMUM STANDARDIZED TEST SCORE(S)

U.S. Naval Academy

Office of Admissions

52 King George Street

Annapolis, MD 21402-1318

(410) 293-1858

-U.S. Citizen

-Be at least 17 but not older than 23 by July 1 of the year entering the academy.

-Unmarried/No dependents

-Nomination Required

-PAE and DODMERB exams

-Midshipmen, who graduate, will receive a commission in either the Navy or Marine Corps and obligated to a 5-year commitment following commissioning.

No set minimum but this is the competitive range:

SAT Verbal – 600

SAT Math – 600

ACT English – 26

ACT Math – 26

The highest overall score is taken.

U.S. Air Force Academy

Office of Admissions

2304 Cadet Drive, Ste. 2300

USAF Academy, CO 80840

1(800) 443-9266

-U.S. Citizen

-Be at least 17 but not older than 23 by July 1 of the year entering the academy.

-Unmarried/No dependents

-Nomination Required

-CFT and DODMERB exams

-A commissioned officer in the Air Force for at least eight years after graduation, five of which must be active duty, remaining three years as inactive years.

SAT Verbal – 580

SAT Math – 560

ACT English - 24

ACT Reading – 24

ACT Math - 25

ACT Science 25

The highest overall score is taken.

U.S. Military Academy

Office of Admissions

Building 606

West Point, NY 10996

(845) 938-4041

-U.S. Citizen

-Be at least 17 but not older than 22 by July 1 of the year they enter West Point.

-Unmarried/No dependents

-Nomination Required

-PAE and DOD MERB exams

-Commissioned as a 2nd lieutenant in the Army and serve for five years on active duty, if one chooses to depart the Army after five years, one will be required to serve three years in the Inactive Ready Reserve.

SAT Verbal – 600

SAT Math – 600

ACT English – 29

ACT Math – 29

ACT Reading – 29

ACT Science Reasoning – 29

The highest overall score is taken.

U.S Merchant Marine Academy

Office of Admissions

300 Steamboat Road

Kings Point, NY 11024

(516) 726-5646

-U.S. Citizen

-Be at least 17 years of age and must not have passed your 25th birthday before July 1 in the year of entrance

-No marriage restrictions

-Nomination Required

-PAE and DODMERB exams

-A commissioned officer in the U.S. Navy Reserve, U.S. Coast Guard Reserve, or any other Reserve or National Guard unit of an armed force of the United States and serve for eight years

SAT Math – 580

SAT Reading- 570

ACT English 23

ACT Math 24

The highest overall score is taken

The other categories will be reviewed, but these are the categories this academy places the most emphasis.

PAE: Physical Aptitude Exam / CFT: Candidate Fitness Test / DODMERB: Department of Defense Medical Examination Review Board

SERVICE ACADEMY NOMINATION

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, 2022, 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, 2022.
- One must have taken the SAT or ACT at least once by October 1, 2021.
- Applicants to the Air Force, Military, or Naval Academies must never have been married nor 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.
- Current wallet size (2"x3") photo.
- 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, 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 250 words but no more than 500 words explaining why the applicant is seeking this nomination, and why he/she wish 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 is accepted as official. Please see guidance or school counselor for further clarification.

Please note our October 31, 2021 deadline. If by October 31, 2021, our office has not received the application and all required materials, 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 of 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:

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: ACT: ACT: ACT: ACT: *verbal math reading writing (West Point requirement)*

SAT Scores: SAT: SAT: SAT: *verbal math writing*

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

ESSAY

In 250 words but no more than 500 words, explain why you want to attend a Service Academy and how this will affect your future goals.

ADDITIONAL INFORMATION

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

APPLICATION AGREEMENT

Carefully read the below paragraph 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 Representative 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, 2021.

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 5:00 p.m., October 31, 2021.

Signature: _____

Date: _____

ADDITIONAL INSTRUCTIONS AND GENERAL INFORMATION

I. REQUIREMENTS

Eligibility. *Applicant criteria to be considered for a Service Academy nomination*

1. Applicant must be a legal resident of the U.S. Virgin Islands. To confirm residency, please visit www.house.gov
2. Citizen of the United States
3. Appropriate Age
4. Unmarried and have no legal requirement to provide support for a dependent.

Application Form. Enclosed application forms must be completed and returned by the official deadline of October 31, 2021. Upon receipt of a completed nomination application packet, candidacy is established.

Resume. Include specific dates of involvement; professional templates are readily available on free websites or software. This is the moment to showcase one's many accomplishments!

Recommendation Letters. Three recommendation letters (excellent opportunity to describe one's character) must be submitted.

Transcript. Official transcript of the applicant's high school or college record is needed. The transcript must show the applicant's final junior year grades. It is the applicant's responsibility to request from the school up to date transcripts and to keep records current.

Standardized Test Scores. The SAT and ACT are required entrance exams recognized by the Service Academies, and it is the responsibility of the applicant to register for test dates. Scores must be sent to the academy/academies as well as our Congressional Office.

Qualifying Medical Exam. The individual academies recommend scheduling of medical examinations to the Department of Defense Medical Review Board (DODMRB). The recommendation is completed after receipt of the pre-application questionnaire, and the results of this exam are not needed for the nomination application file.

Interview. In the final step of the nominating process, applicants will be interviewed by Congresswoman Stacey E. Plaskett's Service Academy Selection Board comprised of residents of the Virgin Islands. The board will review nomination applications, interview applicants, and make recommendations to Congresswoman Plaskett. Nominations will ONLY be made by either Congresswoman Plaskett or by other eligible nominating authorities for consideration of acceptance to a Service Academy. Further information on the interview schedule will be made once the applicant's file is complete.

II: BASIS FOR SELECTION

Academia, leadership potential, extracurricular activities, physical fitness, and letters of recommendation ARE the selecting 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 for 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. An important consideration that must not be overlooked is motivation – the applicant's desire to attend an academy. The diligence in completing this application, the essay and resume are excellent tools for measuring motivation. Incomplete applications will not be considered. Hint – the essay is a beneficial tool in the review of the application.

Leadership and Physical Fitness. Information provided on the application will demonstrate leadership potential and physical fitness. Unlike colleges, Service Academies place a high emphasis on physical training. Similar to colleges and universities, Service Academies consider leadership and extracurricular activities to be of great importance. Letters of recommendation and resume SHOULD highlight an applicant's leadership skills.

III. 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 an 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 service 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.

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/>

PERSONAL ESSAY PROMPT

ESSAY QUESTION:

Why do you want to attend a United States Service Academy?

250 words minimum - 500 words maximum

Typed

Double-spaced

Times New Roman font

Font size 12

Indent paragraphs

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 are 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, 2021.

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 is 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

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, long sleeve 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 of you 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 that can provide for positive feedback such as family members, mentors, and counselors.

Don't

- 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 (recommendations 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