



Senator Steve Daines

2022 U.S. Service Academy Nomination Application Checklist

All required items must be received in my Missoula office by **November 1st, 2023**. Incomplete applications will not be considered for nomination. Additionally, to be eligible for a nomination to a service academy, you must open and complete an application to that service academy. NOTE: Please only send applications by U.S. Mail, no signature required. You will be notified by e-mail when your package is received.

COMPLETED APPLICATION FORM found at <http://www.daines.senate.gov/content/academy-nominations> (complete, print, sign & return). NOTE: E-mail applications will not be accepted.

ONE-PAGE SIGNED COVER LETTER outlining your interest in receiving a service academy nomination and your leadership qualities.

WALLET-SIZE PICTURE. Print your name on the back.

TWO-PAGE RESUME with the following headings: Non-athletic Activities, Athletic Activities, Awards & Honors, and Employment History (include leadership positions in each category).

OFFICIAL COPY OF HIGH SCHOOL TRANSCRIPTS, including courses currently in progress, GPA through at least your junior year and your class rank and size.

OFFICIAL COPY OF COLLEGE TRANSCRIPTS (if applicable), include current course schedule

TWO (2) LETTERS OF RECOMMENDATION from teachers, coaches, community leaders, clergy or members of the military, etc. The letters need to be from people who know you and can attest to your character. *Only two letters may be submitted, and only one may be from your school. Please be sure letters are (1) page long, at MAXIMUM.*

DOCUMENTATION OF SAT AND ACT TEST SCORES. Carefully consider the dates you are taking the tests; if you wait until September, your scores may NOT arrive on time to meet the deadline.

MILITARY DEPENDENTS living outside of the United States must provide the military parent's current official orders and proof of Montana Residency (Home of Record, Tax information, Voter Registration, or etc.)

~ Remember it is in your best interest to apply for a nomination from the entire congressional delegation including Senator Daines, Senator Tester, both Congressmen's offices as well as the Office of the Vice President. NOTE: Each office has its own application procedures; be sure to verify what is required and deadline. ~

Deadline for applications is November 1st, 2023

Mail applications via U.S. Postal Service to:
Academy Nomination Coordinator
Office of United States Senator Steve Daines

218 East Front Street, Suite 103
Missoula, MT 59802

For

Questions: contact Sharon at Sharon_parks-banda@daines.senate.gov or 406-595-2007