



Congressman Doug Lamborn

5th Congressional District of Colorado

U.S. SERVICE ACADEMY NOMINATION APPLICATION FAQ

Q: What documents must I provide in my application packet?

A: Your application packet should include the following documents in the following order: Photograph page, Essay, PDF Application, High School Transcripts, Standardized Test Scores (if available at the time), and Three Letters of Recommendation. If the recommendation letters are not completed yet, you can submit your application packet without your three letters of recommendation. However, if you submit your application packet without the letters of recommendation, please have the three recommenders send their letters directly to the Nomination Coordinator, Elizabeth Tapia (contact info below). **In addition to the packet, you also must complete and submit the Online Form.**

Q: Should I attach my 3 letters of recommendation to my application packet?

A: There are three options for providing letters of recommendation.

1. Instruct the 3 individuals to provide the letters of recommendation to you the applicant and then attach the three letters to your application packet and email the whole packet to the Nomination Coordinator.
2. OR submit your application without the letters of recommendation attached and have the recommenders scan and email their letters directly to the Nomination Coordinator, Elizabeth Tapia at: Elizabeth.Tapia@mail.house.gov OR they can mail them to my district office to the attention of Elizabeth Tapia at: 1125 Kelly Johnson Blvd., Suite 330, Colorado Springs, CO 80920.
3. OR submit your application without the letters of recommendation attached and have the recommenders mail them to my district office to the attention of Elizabeth Tapia at: 1125 Kelly Johnson Blvd., Suite 330, Colorado Springs, CO 80920.

Q: Can I submit my application without my 3 Letters of Recommendation?

A: Yes, you **can** submit your application packet without the letters of recommendation. However, you must instruct the 3 individuals who are providing your letters of recommendation to scan and email their letters directly to the Nomination Coordinator, Elizabeth Tapia at: Elizabeth.Tapia@mail.house.gov OR they can mail them to my district office to the attention of Elizabeth Tapia at: 1125 Kelly Johnson Blvd., Suite 330, Colorado Springs, CO 80920. The letters must be provided to our office before or on September 25.

Q: Do I have to have a letter of recommendation from a school principal or counselor?

A: Although it is not required, we recommend that at least one letter be from your school principal or counselor. Please ask that all recommenders use their official letterhead, if applicable, and to provide their name, address, phone and email on their correspondence.

Q: What if my standardized test date was postponed due to Covid-19? Can I submit my application without it?

A: We are aware that testing dates have been delayed due to Covid-19. You can still submit your application without your test scores. However, you must provide an official test score as soon as possible. If you have not yet completed a standardized test – please input “0” in both your application and in the online webform. You can email your new or updated scores when you receive them to elizabeth.tapia@mail.house.gov (subject line: test scores for john doe)

Q: What if my ACT/SAT retake was postponed due to Covid-19? Should I submit my old score?

A: Yes, please provide the highest composite score you have on file. If you retake the ACT or SAT, you can email your new or updated scores when you receive them to elizabeth.tapia@mail.house.gov (subject line: test scores for john doe).

Q: How do you evaluate multiple standardized test scores? Do you super score ACT or SAT scores?

A: Our office takes the highest composite score provided. We do **not** super score. If you retake the ACT or SAT and want to provide an updated composite test score, you can email your new or updated scores when you receive them to elizabeth.tapia@mail.house.gov (subject line: test scores for john doe).

Q: Do you accept weighted GPAs?

A: No, we do not accept weighted GPAs. You must provide your unweighted GPA on your PDF application and transcript. If your school doesn't use unweighted GPAs ask a school official to assist you with the conversion process.

Q: How will I know when my application is complete and accepted?

A: My nomination coordinator will contact you via email to confirm that your application has been received. If your application requires further documents, my nomination coordinator will contact you at a later date about missing documentation.

Q: Can I pursue a nomination to multiple military academies?

A: Yes, on the PDF application, you will be asked to rank your academy preferences. When choosing your preferred academy (on the 2nd page of the PDF application) – please only list those in which you have opened a candidate file or those that you plan to pursue upon receiving a nomination. Please enter a “Number” next to the academy not an “X” if you are pursuing more than one academy (1=1st Choice; 2=2nd Choice, etc.). If you are **not** interested in pursuing a specific academy, please leave the space next to that academy blank.

Q: Is there are an in-person interview in the nomination process?

A: Yes, all applicants will be asked to attend an in-person interview in mid to late October. You will be notified of the exact date and time via email. Please acknowledge receipt as soon as possible by replying to the email. If you are unable to attend the in-person interview, please respond immediately so that arrangements can be made. You must have a valid reason for not attending the interview. ***Because we

are unsure of future Covid-19 restrictions, interview might be conducted through an online video platform, such as Zoom or Skype.***

Q: I don't have a scanner. What should I do?

A: There are several locations that offer scanning services, such as Staples, Office Depot, FedEx, UPS, and your local library.