

CHECKLIST FOR APPLICATION PROCESS

The following information is **required** for the candidate's file in Congressman LoBiondo's office. It is **your responsibility** to submit this information and to keep it updated:

1. Completed application form and essay on your reasons for wanting to attend an academy. Careful thought should be given to your first choice of an academy. (First choice designations may be changed at any time before nominations are submitted.)

****Be sure to complete the necessary paperwork for each academy you chose to apply for.**

2. High school or preparatory school record and college record (if candidate has started college) - Transcripts must include final Junior year grades, grade point average and **numerical class rank**.

3. Results of latest Scholastic Aptitude Test or Achievement Test
If you submit more than one set of scores, the higher scores will be counted. Please request that your SAT test scores be sent to institution code **#2305**.

4. A minimum of three letters of recommendation from people unrelated to candidate -

The enclosed form to be filled out by guidance counselor or principal.

Letter written by the math teacher;

Letter written by another source (e.g., coach, clergy, teacher, etc.)

5. Resume' of extra-curricular school and other activities

6. Your recent Photograph - no larger than 4"x6"

Late in the Fall, candidates will be selected for interviews. It is your responsibility to see that my office receives your application and all other necessary information by **November 1** deadline. Candidates whose files are incomplete cannot be given consideration. Please submit to:

**Attention: Carole Monday
The Honorable Frank A. LoBiondo
5914 Main Street Suite 103
Mays Landing, NJ 08330**

Please do not hesitate to contact Carole Monday in my Mays Landing district office if you have any questions during the nomination process. She can be reached at 609-625-5008, 1-800-471-4450, or Carole.Monday@mail.house.gov.