

CHECKLIST

Please use this checklist to make sure that you have submitted ALL of the following required items to Congressman Carey's Columbus Office by the deadlines listed below.

- Complete and submit the *Application Request Form* (available online) by **Friday, September 13, 2024**. Once this has been submitted and received, the *Nomination Application* will be emailed to the student.

All of the following items must be received by Congressman Carey's Columbus Office by **Friday, October 11, 2024 at 5:00 p.m.**

- Completed *Application Form*
- Official Transcripts
- SAT/ACT Test Scores (This can be sent in from the testing center or you may submit a printed copy of your test scores directly to the office.)
- Photograph
- Three Letters of Recommendation
- Personal Essay

Please return all items to:

Office of Congressman Mike Carey
Columbus District Office
140 E. Town Street, Suite 1200
Columbus, Ohio 43215
Attn: Service Academy Coordinator

If you have any questions, please contact the Service Academy Coordinator by phone at (614) 499-0561.