

APPLICATION PACKET CHECKLIST

Suggestion: Maintain a “*Service Academies*” file at home. Keep this checklist in your file to help you obtain documents, letters, etc., in advance of deadlines.

REQUIRED DOCUMENT	DATE DUE	DATE COMPLETED
Application form completed and submitted to my office at: 2 Court Street, Plymouth MA 02360	10/26/12	
Application includes: <ul style="list-style-type: none"> • Personal Statement _____ • High School transcript _____ • SAT/ACT Scores _____ (SAT Reporting Code: 3809) (ACT Reporting Code: 7462) 	Check each when completed/ included	
Applications filed with both U.S. Senators in Massachusetts (using THEIR application forms).	See Senate websites for more info.	
Request a Pre-candidate questionnaire from each service academy to which you are considering applying (to be returned to each academy).	Varies by Academy	
Included three recommendations (OPTIONAL): 1. _____ 2. _____ 3. _____	Check each when included	

For additional information or to check on the status of your file in my office, please call my District Director, Michael Jackman at (508) 746-9000.