

WEST POINT - STEPS TO ADMISSION CHECKLIST

“YOU ONLY GET ONE CHANCE TO MAKE A GOOD FIRST IMPRESSION”

1. In a timely manner respond to all emails and letters from West Point or the Field Force, even if only to acknowledge receipt.
2. Extend the proper courtesies: Call people who are more senior to you “Sir” or “Ma’am”, “Mr.” or “Mrs.”, “Major” or “Colonel”, etc., especially in formal settings, or in the presence of other senior people.
3. Dress properly and conservatively for events.
4. Don’t chew gum.
5. Always present yourself and act as if you are being evaluated (because you are).
6. Follow instructions to the letter.
7. Try to figure it out yourself before asking someone else to figure it out for you.
8. To distinguish yourself from the pack, get out front early, and stay there!

JUNIOR YEAR - BEFORE SUMMER BREAK

- Read the West Point Prospectus. <http://admissions.usma.edu/Prospectus/>
- Visit schools you are interested in attending
- Apply online: Complete the West Point Candidate Questionnaire. <https://secwww.admissions.usma.edu/forms/apply/>
- View the complete “Surviving West Point” video series. It is often available through your local library
- Arrange for your school to send your first six semester transcripts to West Point
- Arrange with English, math and laboratory science teachers to complete the School Officials Evaluation (SOE) forms in September. Arrange for a coach or PE teacher to administer the Candidate Fitness Assessment (CFA) in August or early September.
- Exchange contact information with your local Field Force representative.
- Take, and if necessary retake, the SAT and/or the ACT. The higher your test scores, the more academically competitive you will be.

- Begin training for the Candidate Fitness Assessment.
http://admissions.usma.edu/prospectus/step_06.cfm#CFA
- Check your swimming proficiency. If you are not a swimmer, it is imperative you become one.

SUMMER BEFORE SENIOR YEAR

- Carefully read the instructions for the Second Step Kit (SSK) – the official admissions documents – when you receive notification it is available on-line. Especially pay attention to the instructions from the Director of Admissions telling you, **“Complete your file as quickly as possible. Failure to do so can indicate a lack of effort or commitment and may cause me to close your file after 60 days.”**
- Train for and complete your Candidate Fitness Assessment as soon as possible. Every year candidates are not considered for admission because they become injured and are unable to successfully complete the CFA before the testing deadline.
- Schedule the Department of Defense Medical Examination and Review Board (DoDMERB) medical examination.

SEPTEMBER - OCTOBER

- Provide contact information for math, English and laboratory science teachers; monitor to be certain completed SOE’s are provided to USMA
- Complete DoDMERB medical exams
- DoDMERB “disqualification”/“remedials”. If you receive any “disqualification” notices or requests for additional information (“remedials”) from DoDMERB, contact your Field Force representative immediately. “Disqualification” by DoDMERB is not the end of the line. About 20% of every entering class receive medical waivers.
- Take the CFA if you have not already completed it
- Promptly complete the on-line Second Step Kit.
- Take/re-take ACT/SAT. Consider taking both the ACT and SAT. USMA will use your best results when calculating your Whole Candidate Evaluation.
- Field Force interview. This interview is to establish personal contact between the Field Force and the candidate, and is designed to ensure the candidate understands the West Point experience and service as an officer in our Army.

- Visit schools/academies. Decide which service and academy are the very best fit for you. Each service is different, and each academy is different.
- Complete nomination packets for both Senators, and your U.S. Representative. Know their deadlines. Clearly identify which academy you have decided you want to attend. “Shotgunning” nomination applications for all academies reduces your chances of admission overall, and especially to the one academy you want to attend.

NOVEMBER - JANUARY

- Nominator Board interviews. Not all nominators have interview boards, but most Representatives do.
- Complete any remaining DoDMERB “remedials”
- Continuously update your USMA file with any new athletic letters, awards, 7th semester transcript, etc.
- Take/re-take SAT/ACT.
- Promptly provide any requested medical waiver information
- Maintain/improve physical fitness/swimming

FEBRUARY - APRIL

- Most offers of admission are made during this time
- Offers to USMAPS and Civil Prep schools are typically made during this period
- Continue to update your Admissions file. You can still improve your position on the National Waiting List.
- Physical fitness-start ramping up. Remember that the heat and humidity at West Point will impact you more than many other new cadets. Focus on being in great shape for R-Day
- Founder’s Day Dinner (if available in your area) - candidates and their parents are invited to participate in this event which celebrates the founding of West Point in 1802. This is an opportunity for candidates to meet a large number of West Point

graduates who can discuss their experiences as cadets, and their subsequent military and civilian careers.

MAY – JUNE

- Final medical waivers
- Last offers extended to candidates
- Accepted Candidate preparations for Reception Day (R-Day)/Cadet Basic Training (CBT)
- Parent’s Club Briefing for new cadet parents. Supports parents as their sons and daughters transition to cadet life. Join your local West Point Parent Club:
<http://www.west-point.org/parent/wpp-net/content/view/16/33/>
<http://www.usma.edu/Dcomm/wppc.asp>
- Reception Day (R-Day). New Cadets report to West Point to begin their 47-month journey as cadets.
- Re-Apply? If you do not succeed in gaining admission on your first try. Seriously consider re-applying. Re-applying shows determination in the face of adversity, a quality every officer must possess. An extra year of schooling and maturity often make a significant positive difference in Whole Candidate Evaluation.



WEST POINT LINKS AND RESOURCES

The following links to websites, videos, and books represent references that will enable interested prospects to learn more about West Point, assist applicants in the admission process, and give parents background information on West Point.

U.S. Military Academy website: <http://www.westpoint.edu>.

Official website of the United States Military Academy with appropriate links to cadet life, athletics, academic, military and physical programs and various other topical subjects. This is a good starting point for learning about West Point.

West Point Admissions: <http://admissions.usma.edu>

Admissions information for applicants. This site gives you official admissions information and allows you to apply to West Point on-line.

West Point Visits: https://candidate.usma.edu/guest/CQ/agree_before_entry.cfm

Information on one-day and overnight visits to West Point for admissions candidates.

Summer Leaders Seminar (SLS): <http://admissions.usma.edu/moreInfo/summer.cfm>

West Point conducts the **Summer Leaders Seminar (SLS)** for academically gifted high school juniors going into their senior year. The SLS is a weeklong program of academic workshops, military training, physical fitness training and intramural athletics.

Candidate Fitness Assessment (CFA):

http://admissions.usma.edu/prospectus/step_06.cfm#CFA

All candidates must pass the Candidate Fitness Assessment. We strongly recommend taking the CFA as early as possible. That allows time for additional conditioning and a re-test if the candidate does not pass the CFA on the first attempt.

USMAPS - United States Military Academy Prep School:

<http://www.usma.edu/USMAPS>

Information about the prep school that provides academic, military and physical instruction in order to prepare candidates for success at West Point and as officers.

Prospective-net: <http://www.west-point.org/parent/prospective-net/>

A listserv for prospective USMA candidates and their families. Subscribers can ask questions and receive replies from knowledgeable parents, Field Force, and other admissions volunteers.

Cadets of West Point: <http://www.westpointcadets.org>

This site will assist in learning about and contacting individual West Point cadets. Meet cadets from your home state or hometown.

March to Success: <http://www.YourUSArmy.com/M2S>

This free no-obligation site sponsored by the US Army provides test preparation materials for the SAT/ACT and numerous other tests.

Congressmerge: <http://www.congressmerge.com/onlinedb/index.htm>

Website used to search for your members of Congress and to determine your Congressional district. Through this website you can also access your Representative's or Senators' website to get information to apply for a nomination.

Surviving West Point. National Geographic video presentation. Six hours of video in DVD or VHS format showing a year in the lives of a group of real West Point cadets.

Modern Marvels - West Point (History Channel). DVD. Featuring archival footage, photos and interviews with West Point authorities, graduates and cadets; this DVD chronicles the rich history of West Point.

West Point - The First 200 Years. DVD. This program tells the 200-year story of West Point and reveals its tremendous influence on the nation.

David Lipsky. Absolutely America - Four Years at West Point, Houghton Mifflin 2003.

Ed Ruggero, Duty First: A Year in the Life of West Point and the Making of American Leaders, Harpers 2002.

Tom Carhart. West Point Warriors: Profiles of Duty, Honor, and Country in Battle, Mass Market Paperback 2002.

Stephen E. Ambrose. Duty, Honor, Country: A History of West Point, Johns Hopkins University Press 1999