From: <u>Admission Profile</u> on behalf of <u>Admission Profile <admissions@usmma.edu></u>

To: <u>EricSc@ckschools.org</u>

Subject: [EXTERNAL] USMMA Online Application

Date: Friday, January 29, 2021 3:26:06 PM

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USMMA

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U.S. Department of Transportation **Maritime Administration**

U.S. Merchant Marine Academy Kings Point, New York 11024-1699

Office of Admissions 1-866-546-4778

Hello Eric Schuette,

James Scholfield is an applicant to the United States Merchant Marine Academy and has requested that you complete a Math School Official Evaluation. Please read the following instructions, and then click on the link below to access the form and submit your evaluation.

Instructions:

- 1. After clicking on the link, please enter your work phone number in the box on the authentication screen. You will receive a verification code via email. Enter the verification code to complete authentication. Please note, the verification code will remain valid for 24 hours, and cannot be used on multiple computers.
- 2. Please evaluate statements 1 through 12 concerning the Merchant Marine Academy applicant named at the top of the page. Rate the statements on how well the quality describes the applicant in relation to his or her peers. If the quality has not been observed during the applicant's course of instruction, please enter 'Not Observed'.
- 3. In the Remarks space, please provide your professional assessment regarding this applicant's academic performance and ability to perform at a service academy. In addition, please offer your opinion as to this applicant's character and integrity as compared to his or her peers. Comments are limited to 2,500 characters and can be 'pasted' into this section from another word processing program. If additional space is required or you would like to submit further information, please send electronically to admissions@usmma.edu. Please include the applicant's name and candidate ID number (found at the top of the evaluation form) on all communications.

4. Submission: To submit the evaluation, first save, then enter the initials of your first and last name. Enter the verification code you received to complete the submission. When the evaluation is successfully submitted, a green "SUCCESS" message box will be displayed. In the absence of this indication, please contact USMMA Admissions at 866-546-4778 or at admissions@usmma.edu to confirm successful submission.

Confidentiality: Your confidentiality with respect to your response is assured. Your identity as the source of information will not be disclosed.

Thank you for assisting the U.S Merchant Marine Academy's admissions process.

Click on **Evaluation** to access the Evaluation webpage.

Privacy Act Statement

In accordance with 5 USC 552a(e)(3), the following information is provided to you when supplying personal information to the Maritime Administration.

- 1. *Authority* which authorized the solicitation of the information: 46 App. USC 1295 band 1295g.
- 2. Principal *purpose(s)* for which information is intended to be used: The information is used to evaluate each applicant for an appointment to the U.S. Merchant Marine Academy.
- 3. The *routine uses* which may be made of the information: As background information on applicants for the selection process. To contact the applicant.
- 4. Whether or not *disclosure* of such information is mandatory or voluntary (required by law or optional) and the effects on the individual, if any, of not providing all or any part of the requested information: Disclosure of the information is voluntary, but the applicant will not be considered further if all information is not provided.

This collection of information is required to obtain benefits and will be used to determine the eligibility of respondents for admission to the U.S. Merchant Marine Academy. Public reporting burden is estimated to average 45 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. The U.S. Merchant Marine Academy does not consult or discuss any information with anyone not expressly designated by the candidate. Please note that an agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number. The OMB control number for this collection is 2133-0010. Send comments regarding this burden estimate or any other aspect of this information collection to the Maritime Administration, Office of Management and Administrative Services, 1200 New Jersey Avenue, SE, Room W28-302, Washington, DC 20590.