

Autobiographical Data in Support of Future Memorial Articles

to be published in TAPS by the West Point Association of Graduates

THE MEMORIAL ARTICLE PROGRAM IS FUNDED IN PART BY THE LONG GRAY LINE ENDOWMENT

May I submit the basics of a draft memorial article for myself, prepared by me or others?

Yes; we encourage you to do so. Send it to the address below. Prior to publication, your next of kin will receive a copy for amending, as appropriate, and approval. See format immediately below.

— OR —

May I just provide supplementary biographical information?

Yes; you may send your biographical information along with some personal memories and reflections in a list format. See attached supplementary information sheets.

This format is provided as a guide for preparing memorials.

Preparing Memorial Articles can be a difficult task. Providing this information in advance will assist your loved ones, friends and classmates with writing your final tribute.

Life before West Point:

- Date and place of birth.
- Family background—military connection and/or lifestyle that helped prepare you for West Point.
- High School—name, city and state.
- Prior College—name, city and state.
- Why did you want to attend West Point?

Cadet Life:

- Special achievements or incidents as a cadet that tell more about you as a person.
- What significant values, experiences or instruction were carried over to your life after graduation?

Active Duty Period:

- Branch.
- Assignments; if answer to c. below is yes, disregard.
- Is your Register information current and complete?
- Significant assignments and achievements.
- Date you left military service.
- Did you retire?
- Place of retirement.
- Rank at retirement; specify if active, guard or reserve.

Civilian Employment after Military Service:

- Career field.
- Post graduate schools attended, degrees attained.
- Position/s held—significant achievements/s.
- Date you left civilian employment.
- Did you retire?
- Current address—city and state.

Family Life:

- Date and place of marriage.
- Name of spouse.
- Name of children.

Life after Retirement:

- Interests, hobbies, membership in community and religious organizations, pursuits and accomplishments.
- Reflection on your life—you as a person as you want to be remembered.

Additional sources of information about you and your life.

- Family members.
- Classmates.
- Friends.

Additional Information:

Anything not covered above that you would like to share.

What about a photograph?

Each article is published with a photograph. Select one that represents how the graduate would have preferred to be remembered. The photo must be clear and in good condition and will be returned after publication. If the photo you wish to use is of great sentimental value, we suggest that you have it scanned at high resolution and send the disk to us instead of the actual photograph. Please do not send a photocopy or a word document with the photo embedded. These are not usable.

If a suitable photo cannot be found, the graduate's Howitzer (USMA yearbook) photograph may be used. Digital photos must be high resolution (300 dpi saved as a .jpg). If the Memorial Article submitted is short (500–750 words), additional candid or formal photos reflecting military or similar service or defining interests may be submitted.

To whom do I send the article or information?

Memorial Articles
West Point Association of Graduates
698 Mills Road
West Point, NY 10996

Questions? Call 845 446-1577
800 232-4723 ext. 1577

Email submission to: memorials@wpaog.org

