BROOK ROAD ACADEMY
at St. Joseph's Villa

LETTER OF REFERENCE

To Parents:
This form is to be completed by a staff person at your child's current school. Whomever you feel knows your child best is who should complete this recommendation ex: counselor, music teacher, principal etc

The Admissions Committee cannot act until this information has been received. The staff member will mail the form directly to Brook Road Academy upon completion. A parent cannot "hand carry" this form to Brook Road Academy. The recommendation will be used only for the admission process.

To Current staff:
We greatly value the perspective of those professionals who work with our candidates on a daily basis. We appreciate your candid observations with the awareness that children are constantly maturing and developing. Your information is invaluable to us, and paired with our admissions evaluation, allows us to make a thoughtful enrollment decision. Your response on this form is for admission purposes only and will be kept confidential. Please mail this reference to the address below. An envelope has been provided.

Student's Name _____ Age_____

Staff's Name _____ School _____

Dear Brook Road Academy Admissions Representative:

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Please add an attachment if additional space is needed.

_____
Staff signature *Date*

Please mail to: Brook Road Academy
Attn: Admissions Dept
8000 Brook Rd.
Richmond, Va. 23227

5/19/2009