



2021-22 Specialty Centers Application Packet

For Henrico residents who do not attend Henrico County Public Schools

REMOVE THIS PAGE AND KEEP IT FOR YOUR REFERENCE.

Application Checklist

- Review Application Timeline and Assessment Requirements (PAGES 2-3).
- Complete the Specialty Centers Application Cover Sheet (PAGE 4).
- Gather and attach Proof of Residency Documentation (PAGE 5).
- Complete the Student Activities Form (PAGE 6).
- Prepare responses to individual center essays, projects, auditions, and assessments (PAGES 7-13).
- Give Transcript and Standardized Test Request Form to your school counselor (PAGE 14).
- Collect completed Transcript Request and Standardized Test Form.
- Complete and return Releases, Consents, and Acknowledgments (PAGE 15).
- Check and sign the Waiver of Right to Access Confidential Information box on both Teacher Recommendation forms.
- Distribute Recommendation Forms (PAGES 16-17) to two of your teachers from seventh or eighth grade. Those two recommendations will be used for all of the specialty centers to which you are applying.
- Recommendations will be forwarded to your school counselor by your teacher.
- Contact the specialty center director if you have any questions (PAGES 18-19).
- Check your application. Make certain you have all necessary signatures.
- Place all pages in order behind the Application Cover Sheet.
- Have your school counselor review your completed application.
- Students who are Henrico residents but not enrolled in Henrico County Public Schools should mail or hand deliver a completed application to **each** specialty center to which they are applying by **January 15, 2021**.



Application Timeline

for
Students Not Currently Enrolled in Henrico County Public Schools

- November 16, 2020** The specialty center application is available online for students to download and to print.
- November 16, 2020** Testing registration opens. All specialty center applicants are required to register for mandatory testing. The 2021-22 specialty center assessment testing will include one mathematics, one reading, and one writing section. All three sections of the test will be administered in a three-hour time period on one day. Parents must register in advance of testing at <http://tinyurl.com/henricoprivateschooltesting>. Testing dates are listed on page 3 of the application.
- January 15, 2021** Private school testing registration closes.
- January 15, 2021** **By January 15**, all applications should be hand delivered or mailed to **each** specialty center to which students are applying.
- March 5, 2021** Specialty center directors will contact applicants regarding acceptance, denied, or waitlisted status by email.
- March 19, 2021** The deadline for applicants to declare intent or to accept waitlist offers is **March 19**. Students may accept an offer to attend one center and, if applicable, one waitlist offer. If an applicant received no offers to attend a center but received waitlist offers only, the student may accept up to two waitlist offers. Students may remain on waitlists until **March 26**.
- March 26, 2021** All waitlist offers will expire on **March 26**. All students offered a spot from the waitlist must inform specialty center directors of their intent to accept an offer of admission by **March 26**.

Reminder: Henrico County Public Schools' policy states that a child must reside in Henrico County with a parent or legal guardian to attend a Henrico County Public School. Burden of proof for documenting residency rests with the parent/legal guardian. As part of the application process, residency documentation must be submitted with all specialty center applications. A list of approved documentation is listed on page 5.

The specialty center application timeline and assessment dates are subject to change as Henrico County Public School continues to prioritize the health and safety of employees, students, and families during the continuing coronavirus pandemic. HCPS' Health Committee meets every two weeks to consider current pandemic conditions and trends in the region and in Virginia.

Updates and changes in the specialty center application timeline and assessment dates will be posted on the specialty center webpage at <https://henricoschools.us/specialty-centers/>. Parents and applicants are strongly encouraged to review the specialty center webpage regularly for the most up-to-date changes and notifications.

Assessment Requirements

To apply for admission to an HCPS specialty center, you will need to register to take the specialty center assessment test. The 2021-22 test includes three sections: reading, mathematics, and writing. Students will be allocated 45 minutes for each section of the assessment. Enrollment in testing sessions will be limited to 14 students. Additional testing information and safety protocols are posted on the specialty center website at <https://henricoschools.us/specialty-centers/>.

Parents must register in advance for the specialty center assessment at the following web address:

<http://tinyurl.com/henricoprivateschooltesting>

If you have questions, please contact Lesley Brown at

lybrown1@henrico.k12.va.us

**Testing dates
and scheduling
procedure
for Henrico
residents who
do not attend
Henrico County
Public Schools**

Registration for testing will open on November 16, 2020; registration for testing will **close** on January 15, 2021.

Specialty Center Testing

Session 1	Wednesday, January 20, 2021	9:00 a.m.–12:00 p.m.
Session 2	Wednesday, January 20, 2021	2:00 p.m.–5:00 p.m.
Session 3	Thursday, January 21, 2021	9:00 a.m.–12:00 p.m.
Session 4	Thursday, January 21, 2021	2:00 p.m.–5:00 p.m.
Session 5	Thursday, January 28, 2021	9:00 a.m.–12:00 p.m.
Session 6	Thursday, January 28, 2021	2:00 p.m.–5:00 p.m.
Session 7	Friday, January 29, 2021	9:00 a.m.–12:00 p.m.

Location of All Testing Sessions

Eastern Government Building
Henrico County Public Schools
Multipurpose Room
3820 Nine Mile Road
Henrico, VA 23223



Specialty Centers Application Cover Sheet

PLEASE COMPLETE THE FOLLOWING INFORMATION (TYPE OR BLACK INK)

Name

Last First Middle

Grade

_____ **Last HCPS School Attended** _____

Gender

Male Female

Date of Birth

_____/_____/_____
Month Day Year

Ethnicity

African-American American Indian Asian Hispanic
 Multi-Ethnic Pacific Islander White

Student contact information

_____ Cell _____ Email _____

**Primary address
Street address**

City

State

Zip

Current school

_____ **Zone high school** _____

First contact

_____ **Relationship** _____

Phone

_____ Home _____ Work _____ Cell _____

Email

Second contact

_____ **Relationship** _____

Phone

_____ Home _____ Work _____ Cell _____

Primary language spoken at home

French IB French I French II French Foundations 8
 Spanish IB Spanish I Spanish II Spanish Foundations 8
 German Latin Japanese World History I
 Algebra I Geometry Math 8
 Geography I Earth Science Physical Science

Check all courses in which you are currently enrolled.

Specify any other courses that are related to the specialty centers to which you are applying. _____

Check each specialty center to which you are applying.

You must send a completed application to each center you check.

- Advance College Academy for Business Administration/Highland Springs High School
 Advance College Academy for Social Sciences/Tucker High School
 Center for the Arts/Henrico High School (Choose up to two and indicate your virtual live session on the blank. See page 7 for virtual live schedule.)
 Dance _____ (virtual live session) Theatre _____ (virtual live session)
 Visual Arts _____ (virtual live session) Musical Theatre _____ (virtual live session)
 Center for Communications & Media Relations/Varina High School
 Center for Education and Human Development/Glen Allen High School
 Center for Engineering/Highland Springs High School
 Center for the Humanities/Hermitage High School
 Center for Information Technology/Deep Run High School
 International Baccalaureate/Henrico High School
 International Baccalaureate/Tucker High School
 Center for Leadership, Government, and Global Economics/Freeman High School
 Todd Allen Phillips Center for Medical Sciences/Godwin High School
 Center for Spanish Language and Global Citizenship/Tucker High School



2021-22 Proof of Residency Documentation

Henrico County Public Schools

Henrico County Public Schools' policy states that a child must reside in Henrico County with a parent or legal guardian to attend a Henrico County Public School. Burden of proof for documenting residency rests with the parent/legal guardian. As part of the application process, residency documentation must be submitted with **all** specialty center applications. A list of approved documentation is given below.

Parents or legal guardians must submit at least **one** document from **each** of these three columns.

Column A

- Deed (may not have signatures)
- Current lease (w/signatures)
- Current mortgage bill
- Current tax assessment
- Current rent receipt
- Real estate contract (less than 90 days from date of application submission)

If they have a lease in their name or they are listed as an occupant, they must provide that lease— they cannot opt to provide other business mail as proof as opposed to a lease.

Column B

- A current utility bill, may include but not limited to:
- Electric bill
 - Gas or oil bill
 - Water bill
 - Home phone bill
 - Cable bill

“Current” is a bill/statement within the past 30 days.

Column C

- Valid driver's license
- Valid photo ID
- Valid passport

Copies of residency documents will be kept in the student's file; you should block out personal information such as balances.



Student Activities

Tell us how you spend your time outside of regularly scheduled classes. Briefly describe your activities in and out of school – hobbies, interests, sports, clubs, projects, etc. – **in order of importance to you.** If appropriate, include any leadership positions you have held or honors you received while participating. Use only the space available; do not attach additional sheets of paper.

Name of activity _____

Grades of participation
(Circle all that apply.)

6 7 8

Hours per week spent on activity _____

Description of activity and your role in activity

Name of activity _____

Grades of participation
(Circle all that apply.)

6 7 8

Hours per week spent on activity _____

Description of activity and your role in activity

Name of Activity _____

Grades of participation
(Circle all that apply.)

6 7 8

Hours per week spent on activity _____

Description of activity and your role in activity

Name of activity _____

Grades of participation
(Circle all that apply.)

6 7 8

Hours per week spent on activity _____

Description of activity and your role in activity

Individual Center Essays, Projects, Auditions, and Assessments

PLEASE REMOVE PAGES
7-12 AND KEEP THEM FOR
YOUR REFERENCE

Specialty centers have specific essays, projects, auditions, and assessments as part of the admissions process. You must complete all requirements for each specialty center to which you are applying. Submission and assessment directions are included with descriptions on pages 7-13. All written essays should follow the format and directions described below.

Directions for All Written Essays

Your written responses should be in black ink, and you must be sure your writing can be read easily by others. If you use word processing, use 12 pt. Times or Times New Roman, and use a double-spaced format. Print or type your full name and your current school's name on the top left hand side of each sheet of paper. Use 1" margins. Number your pages sequentially. Be specific in your written responses, and provide appropriate supporting examples.

Example

Last name, First name	Smith, John
Current school's name	Wilder MS

Advance College Academy (For both Business Administration at Highland Springs H.S. and Social Sciences at Tucker H.S.)

Habits of Mind © are defined as skills to work through real-life situations in order to gain a positive outcome. To be a successful Advance College Academy (ACA) student, you will need certain habits of mind: curiosity, creativity, flexibility, openness, persistence, responsibility, ownership of your own learning, and the ability to think about your own thinking.

In an essay, write about the following two topics:

Topic 1: Looking back at your middle school years, describe in detail some specific experiences that helped you develop or demonstrate two of these Habits of Mind ©.

Topic 2: Moving forward, describe in detail which Habits of Mind © you have struggled with in middle school and need to improve upon or develop for high school.

Center for the Arts Henrico H.S.

Two-Part Audition for the Center for the Arts

Part One: Video Submission and Electronic Portfolio Submission

- Homeschooled and private school students will email their Google links for both performance videos and visual arts portfolios to bit.ly/HCPSCFAapply by January 15, 2021. Students are also responsible for mailing or hand delivering a hard copy of their application.
- Videos cannot exceed two minutes in length.

Part Two: Virtual Live Audition scheduled for Saturday, February 6, 2021

Students will be assigned to the virtual live portion of the audition according to the following session times:

Session A	9:00 a.m.-10:30 a.m.	Last names A-D
Session B	10:45 a.m.-12:15 p.m.	Last names E-K
Session C	1:30 p.m.-3:00 p.m.	Last names L-R
Session D	3:15 p.m.-4:45 p.m.	Last names S-Z

Students will be given a Microsoft Teams link and will wait in the Waiting Room during their assigned session times. The teacher will call students from the Waiting Room lobby one at a time for the virtual live portion of their audition/portfolio review.

Students who are applying for two CFA discipline areas, regardless of last name, will meet in Session A for their first area and Session B for their second area. On the Application Cover Sheet on page 4, students who are applying to two disciplines will select which discipline area they want to audition in Session A and Session B. Examples of demonstration audition videos and portfolios as well as instructions for uploading your videos and portfolios will be posted on the CFA website at blogs.henrico.k12.va.us/CFA. For technical assistance with the Microsoft Teams link, the CFA office will be open for technical assistance from 8:00 a.m. to 5:00 p.m. on Saturday, February 6. Call 288-2718 or email Dr. Poxon at slpoxon@henrico.k12.va.us for assistance.

Projects are continued on next page.

Individual Center Essays, Projects, Auditions, and Assessments

Center for the Arts
Henrico H.S.
(Continued)

Dance Audition Instructions

Part One: Video Submission for Dance

If you are interested in applying for Dance, you will choreograph your own dance for video submission. Your dance must include the three elements listed below. Students may use music that meets HCPS guidelines for their choreography project. The video cannot exceed **two minutes** in length.

Please begin your video with the slate. The proper slate for this dance audition is to share your name and the school that you currently attend. Immediately after you record your slate, you will record your dance.

Requirements for the choreography include the following:

1. Across the floor/traveling phase with suggested time of 30-45 seconds
 - Clearly demonstrate your ability to move through space.
 - Include jumps and quick-paced movements.
2. Floor work with suggested time of 30-45 seconds
 - Clearly demonstrate your ability to move in and out of the floor.
 - Include at least one roll to the floor and at least one inversion.
3. Center combination with suggested time of 30-45 seconds
 - Clearly demonstrate your ability to perform slow, sustained movements.
 - Include at least one extension and one balance.

Additional Instructions

1. When making the video, please be certain that you are showing your full body. If you are using your cellphone to record your video, ideally the phone should be placed horizontally, and your full body should be shown.
2. Wear clothes that you can move in and have your hair pulled back and fixed so that it does not hinder movement.

Part Two: Virtual Live Audition on Saturday, February 6

Applicants will be given a link to a Microsoft Teams meeting for a follow-up audition. Virtual live audition times are organized by the applicant's last name. For times, please see the general instructions on page 7. Applicants will wait in the Waiting Room/Lobby until called in individually by the adjudicators.

At the dance virtual live audition, please be prepared to repeat your choreography for the adjudicators. You will also be shown different movements or dance elements that you will be asked to demonstrate.

Individual Center Essays, Projects, Auditions, and Assessments

Center for the Arts
Henrico H.S.
(Continued)

Musical Theatre Audition Instructions

Part One: Video Submission for Musical Theatre

If you are interested in applying for Musical Theatre, you will perform a song for video submission. Requirements for the song are listed below. The video cannot exceed **two minutes** in length.

Please begin your video with the slate. The proper slate for a song is to share your name, the school you currently attend, the song title, and the show in which the song appears. Immediately after you record your slate, you will record your song.

Requirements for your song include the following:

1. Choose **one** song, preferably a musical theatre song from the Broadway or Disney canon. Please avoid choosing rap or songs from hip-hop musicals (such as *Hamilton*).
2. Church music or chorus music is also acceptable.
3. You will only need to perform a portion of the song; 16 or 32 measures is ideal.
4. Choose the portion of the song that best represents your talent, range, and ability.
5. Your song must be memorized.
6. When making the video, please be certain that you are showing yourself from the tip of your head to your knees – a $\frac{3}{4}$ shot. If you are using your cellphone to record your video, the phone should be vertical not horizontal.
7. Please do not use special audio effects or visual filters to enhance your recording.
8. You will need to sing with accompaniment. A karaoke track without vocals is acceptable. A piano accompaniment is also acceptable. No a cappella singing is permitted.

Part Two: Virtual Live Audition on Saturday, February 6

Applicants will be given a link to a Microsoft Teams meeting for a follow-up audition. Virtual live audition times are organized by the applicant's last name. For times, please see the general instructions on page 7. Applicants will wait in the Waiting Room/Lobby until called in individually by the adjudicators.

At the musical theatre virtual live audition, please be prepared to dance and sing. Applicants will be asked to participate in some basic musical theatre movements; movements will be shown to you, and you will demonstrate them for us. Applicants will also be asked to participate in brief vocal exercises, including vocalizes and pitch-matching exercises.

Theatre Audition Instructions

Part One: Video Submission for Theatre

If you are interested in applying for Theatre, you will perform a monologue for video submission. Requirements for the monologue are listed below. The video cannot exceed **two minutes** in length.

Please begin your video with the slate. The proper slate for a monologue is to share your name, the school that you currently attend, the monologue title, and the play from which the monologue has been extracted. Immediately after you record your slate, you will record your monologue.

Requirements for your monologue include the following:

1. A monologue is a single person talking, usually from a play.
2. Classical or Shakespearean monologues should be avoided.
3. Your monologue must be memorized.
4. Songs or poems are not acceptable monologues.
5. When making the video, please be certain that you are showing yourself from the tip of your head to your knees – a $\frac{3}{4}$ shot. If you are using your cellphone to record your video, the phone should be vertical not horizontal. **(Part Two is on page 10.)**

Projects are continued on next page.



Individual Center Essays, Projects, Auditions, and Assessments

Center for the Arts
Henrico H.S.
(Continued)

Part Two: Virtual Live Audition on Saturday, February 6

Applicants will be given a link to a Microsoft Teams meeting for a follow-up audition. Virtual live audition times are organized by the applicant's last name. For times, please see the general instructions on page 7. Applicants will wait in the Waiting Room/Lobby until called in individually by the adjudicators.

At the theatre virtual live audition, please be prepared to perform your monologue as you did in the video submitted with the application. You will then be asked to perform a portion of your monologue again with redirection given by an adjudicator.

Visual Arts Audition Instructions

Part One: Google Slides Portfolio for Visual Arts

If you are interested in applying for Visual Arts, you will submit a portfolio using Google Slides. **Your portfolio must contain a minimum of eight two-dimensional pieces.** If you are taking an art class, the majority of your work for your portfolio should be from that class. Requirements for your portfolio are listed below.

Requirements for your portfolio include the following:

1. Two pieces must include drawings from life (not your imagination or copies of pictures).
2. Other work can be from pictures or your imagination, but should demonstrate your best craftsmanship.
3. Try to include a variety of work including painting, drawing, printmaking, and collage.
4. Try to include a variety of subject matter (for example: portraits, landscapes, still-life, design, and abstract work).
5. Examples of three-dimensional art work are permitted and will need to be photographed at different angles; please be prepared to show your three-dimensional piece in the follow-up virtual live portion of the audition.

Part Two: Virtual Live Audition on Saturday, February 6

Applicants will be given a link to a Microsoft Teams meeting for a follow-up audition. Virtual live audition times are organized by the applicant's last name. For times, please see the general instructions on page 7. Applicants will wait in the Waiting Room/Lobby until called in individually by the adjudicators.

At the visual arts live audition, Visual Arts applicants will meet live virtually with adjudicators to present the work they submitted digitally. Students will be asked to discuss their favorite piece and what they would like to improve in the work. Students will also respond to live critical questions from the adjudicators with a focus on the life drawings in the portfolio.

Projects are continued on next page.

Individual Center Essays, Projects, Auditions, and Assessments

**Center for
 Communications and
 Mass Media
 Varina H.S.**

Submit a project showcasing your video work, photography, writing, graphic design, or website design which answers the following prompt:

Prompt: Why are you the ideal candidate/student for the Center for Communications and Media Relations? Create a campaign for yourself explaining why you are a great candidate for the CFC&MR.

You may choose one of the following formats for your response (or a combination of any of these):

1. Create a PSA video which is between thirty seconds and one minute about yourself.
2. Write a feature or news article about yourself.
3. Write an ad script about yourself.
4. Design a website all about you.
5. Take at least five photos of yourself which showcase why you are the ideal person; each photo should have a caption which explains the 5 Ws and the H questions (who, what, when, where, why, how).
6. Design a print advertisement about yourself.

Please be certain to share which format you have chosen. Acceptable submission formats include .jpg, .mov, .mp4, .pdf, Adobe InDesign/Photoshop/Illustrator, Word, YouTube video link, or QuickTime file. Remember, all submissions **must** be your original work. No exceptions. Private school/home-schooled students should submit projects on a flash drive with the application.

Submissions will be worth fifteen points. You can earn up to five points for each of the following categories: professionalism and technical quality, effectiveness in answering the question, originality and creativity.

**Center for
 Education and Human
 Development
 Glen Allen H.S.**

Part One: Video Introduction

Students should create a video introduction of themselves that does the following:

- Introduces themselves.
- Explains why they are interested in the curriculum offered in the Center for Education and Human Development.
- Chooses an issue in education, psychology, or sociology that interests them and explains why the issue is important or relevant to our society today. If they wish, students may express a stance on the issue if there is controversy over the topic.

Videos should be between two and three minutes in length and can be made with any device. Phones are the easiest. The video should be saved as a .mov or .mp4 before being uploaded. Students may also share a video link using YouTube or Vimeo. Relax, be yourself, and make sure we can hear you.

Students can email their video to rmconway@henrico.k12.va.us, share a link using YouTube or Vimeo, or submit their video on a flash drive with the other elements of their application.

Part Two: Paragraph on Extracurricular Activities

Write a paragraph expanding on one of your extracurricular activities that you listed on your application. Why is it important to you and what have you learned through your association with the activity? (Maximum 100 words).

Projects are continued on next page.

Individual Center Essays, Projects, Auditions, and Assessments

**Center for
Engineering**
Highland Springs H.S.

The Center for Engineering does not require an additional project or essay.

**Center for the
Humanities**
Hermitage H.S.

Pablo Picasso said, "Every act of creation is first an act of destruction."

Please use the quotation above as inspiration to write an essay describing the role of creativity in your life and how you feel your creativity would help you succeed at the Center for the Humanities.

Or

Write an essay explaining why you agree or disagree with the statement made by Picasso. Please explain your reasoning and use examples.

**Center for
Information
Technology**
Deep Run H.S.

In a concise, well-planned essay, explain why you would like to attend the Center for Information Technology. Be sure to include your future goals as they pertain to information technology and computer science, as well as any relevant experiences you have had with computer technology. Please limit your essay to 400 words.

**International
Baccalaureate**
*Henrico H.S.
Tucker H.S.*

Students and teachers in the International Baccalaureate Program aspire to ten Learner Profile traits which IB identifies as vital in guiding students to become more "internationally minded... recognizing their common humanity and shared guardianship of the planet" and become "more responsible members of local, national and global communities." These traits are inquiry, knowledge, thinking, and communicating, as well as being principled, caring, open-minded, risk-taking, reflecting, and balanced.

Think about yourself. Choose an event in your life in which you think you really lived up to the best of what one of these traits represents. **In an essay, write about the event, and explain how it demonstrates that particular Learner Profile trait in your life.**

**Center for Leadership,
Government &
Global Economics**
Freeman H.S.

Part One: Video Introduction

Students should create a video introduction that does the following:

- Introduces themselves.
- Explains why they are interested in attending the Center for Leadership, Government, and Global Economics.
- Chooses a current event (local, national, or international) that interests them and explains why it interests them. If they wish, students may express a stance on the issue if there is controversy over the topic.

Videos should be between two and three minutes in length and can be made with any device. Phones are the easiest. The video should be saved as a .mov or .mp4 file before being uploaded. Relax, be yourself, and make sure we can hear you.

Students can email their video to rfpeck@henrico.k12.va.us, share a link using YouTube or Vimeo, or submit their video on a flash drive with the other elements of their application.

Part One: Video Introduction

Write a paragraph expanding on one of your extracurricular activities that you listed on your application. Why is it important to you and what have you learned through your association with the activity? (Maximum of 100 words).

Projects are continued on next page.

Individual Center Essays, Projects, Auditions, and Assessments

**Center for Spanish
Language and Global
Citizenship
Tucker H.S.**

Instructions for Assessment Session

Students who are applying to the Center for Spanish Language and Global Citizenship are expected to attend a separate assessment that focuses on their Spanish skills. The test will take ninety minutes to two hours. Students should bring a number 2 pencil. The assessment is a multiple choice exam that includes listening and reading comprehension, basic vocabulary, grammar, and two essays—one in Spanish and the other in English. There will be an informal speaking prompt.

The use of reference material such as dictionaries and electronic devices will not be permitted during the assessment sessions, and all policies of the *HCPS Code of Student Conduct* will be in effect. The Center for Spanish Language and Global Citizenship reserves the right to reject the application of any student violating the rules of this session.

Students are encouraged to bring reading material in case they finish early, and they may leave quietly when finished if their transportation provider is present. Any student requiring testing accommodations must have the appropriate school official submit a copy of the student's IEP modifications one week prior to testing.

For additional information, questions, and schedule conflicts, please contact Susan Hester, Center for Spanish Language and Global Citizenship director. You may reach her by email at shhester@henrico.k12.va.us or by phone at 527-4618.

- Saturday, February 6, 2021
- 9:00 a.m. to 12:00 p.m.
- Center for Spanish Language and Global Citizenship Building
- Tucker High School
- Classroom numbers and reporting locations will be posted within building.
- In case of scheduling conflicts, the make-up exam date is scheduled for 9:00 a.m. on Saturday, February 13.

**Todd Allen Phillips
Center for
Medical Sciences
Mills Godwin H.S.**

Students must complete all three essays. Please adhere to the length limits. Be aware that your responses will be compared with the in-class writing sample provided by your school.

1. What is your specific interest in the Todd Allen Phillips Center for Medical Sciences, and what opportunities would you take advantage of as a student here? (Maximum of 100 words)
2. You were just accepted to your dream college. What class are you most excited about taking? How will this class contribute to or shape your academic goals? (Maximum of 75 words)
3. Describe an experience in one of your middle school math classes. How did you benefit from this experience or overcome it? (Maximum of 75 words)



Transcript and Standardized Test Request Form

GIVE THIS FORM TO YOUR SCHOOL COUNSELOR

Student's Name _____

School _____

Counselor's Name _____

Please attach a copy of the student's middle school and/or high school transcript, including **middle school report cards** and **all standardized test scores**.

We appreciate your time and effort with regard to this request.

A separate transcript should be sent to each center to which the student is applying.

(Applicants should check **each** specialty center to which you are applying.)

- Advance College Academy for Business Administration/*Highland Springs High School*
- Advance College Academy for Social Sciences/*Tucker High School*
- Center for the Arts/*Henrico High School*
- Center for Communications & Media Relations/*Varina High School*
- Center for Education and Human Development/*Glen Allen High School*
- Center for Engineering/*Highland Springs High School*
- Center for the Humanities/*Hermitage High School*
- Center for Information Technology/*Deep Run High School*
- International Baccalaureate/*Henrico High School*
- International Baccalaureate/*Tucker High School*
- Center for Leadership, Government, and Global Economics/*Freeman High School*
- Todd Allen Phillips Center for Medical Sciences/*Godwin High School*
- Center for Spanish Language and Global Citizenship/*Tucker High School*



Releases, Consents, and Acknowledgments

PLEASE RETURN THIS PAGE WITH YOUR APPLICATION

Parental Consent and Records Release

I, _____, give my permission for my child, _____, to apply for enrollment in the specialty centers indicated on the Application Cover Sheet and for my child's application including grades, recommendations, test scores, and other requested items to be reviewed by the selection committees. I have read, and I understand the schedules, procedures, and expectations for each required assessment session at the respective specialty centers to which my child is applying. I have made sure my child understands the schedules, procedures, and expectations for each specialty center to which he or she is applying.

Parent/Guardian's Signature **Date**

Student Acknowledgment for Assessment Sessions

I, _____, an applicant to one or more specialty centers, have read the schedules, procedures, and expectations for each required assessment session at the respective specialty centers to which I am applying. If a special assessment session is required, I will be at the appropriate specialty centers before the start time of each assessment session and will comply with expectations for each assessment session in which I participate. I understand that I am to follow the **HCPS Code of Student Conduct** at all times while on school grounds and during the assessment sessions.

Student's Signature **Date**

Student Pledge

I, _____, pledge that all work submitted as part of this application is entirely my own. I have not received any help in any way.

Student's Signature **Date**

Student's Name (Printed)



Student (Last Name, First Name—please print) _____ Date _____

Teacher (please print) _____ Subject/School _____

Teacher Recommendation

WAIVER OF RIGHT TO ACCESS CONFIDENTIAL INFORMATION

- We voluntarily waive right to information contained on this recommendation form.
 We do not waive right to access. (No access is available before completion of the evaluation process.)

Applicant's Signature Date Parent/Guardian's Signature Date

Important
Parent/Guardian and applicant must check and sign here.

This student is applying to one or more specialty centers, advanced programs designed to challenge highly motivated students. Criteria for students in these programs include the following:

- Student motivation and desire for rigorous coursework
- Ability to complete independent reading, writing, and long-range projects outside of class
- Willingness and self-discipline to complete summer prerequisite work
- General ability to maintain a strong "B" average or higher

Overall Recommendation

Please rate the student in these categories according to the scale below:

Excellent=4
Above average=3
Average=2
Below average=1
Not observed=N

<input type="radio"/> Highly recommend	<input type="radio"/> Recommend with reservations					
<input type="radio"/> Strongly Recommend	<input type="radio"/> Do not recommend					
<input type="radio"/> Recommend		4	3	2	1	N
1. Desire and curiosity for learning		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2. Establishing and reaching goals		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
3. Working with peers, especially in group situations		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
4. Working well with teachers and other adults		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
5. Study skills and work habits		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
6. Original and independent thought		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
7. Oral communication skills		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
8. Written communication skills		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
9. Retention of knowledge and skills		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
10. Initiative and motivation		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
11. Completing assignments on time		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
12. Dealing with abstractions and generalizations		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
13. Response to challenge, frustration, and adversity		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
14. Self-control and self-discipline		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
15. Dependability and trustworthiness		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Optional Written Recommendation

Student
 Check each specialty center to which you are applying.

Signature _____ **Title** _____
 Written recommendations are optional. Teachers may opt to write a letter or attach comments on the student's progress in class or readiness for advanced studies. Please sign and date your recommendation. Place the recommendation form in an envelope, seal the envelope, sign across the seal of the envelope, and give the sealed envelope to the appropriate school counselor.

- | | | |
|--|--|---|
| <input type="radio"/> ACA for Business Administration | <input type="radio"/> Education | <input type="radio"/> Leadership |
| <input type="radio"/> ACA for Social Sciences | <input type="radio"/> Engineering | <input type="radio"/> Medical Sciences |
| <input type="radio"/> Arts | <input type="radio"/> Humanities | <input type="radio"/> Spanish Language and Global Citizenship |
| <input type="radio"/> Communications & Media Relations | <input type="radio"/> Information Technology | |
| | <input type="radio"/> IB/Henrico HS | |
| | <input type="radio"/> IB/Tucker HS | |



Student (Last Name, First Name—please print) _____ Date _____

Teacher (please print) _____ Subject/School _____

Teacher Recommendation

WAIVER OF RIGHT TO ACCESS CONFIDENTIAL INFORMATION

- We voluntarily waive right to information contained on this recommendation form.
 We do not waive right to access. (No access is available before completion of the evaluation process.)

Applicant's Signature Date Parent/Guardian's Signature Date

Important
Parent/Guardian and applicant must check and sign here.

This student is applying to one or more specialty centers, advanced programs designed to challenge highly motivated students. Criteria for students in these programs include the following:

- Student motivation and desire for rigorous coursework
- Ability to complete independent reading, writing, and long-range projects outside of class
- Willingness and self-discipline to complete summer prerequisite work
- General ability to maintain a strong "B" average or higher

Overall Recommendation

Please rate the student in these categories according to the scale below:

- Excellent=4**
- Above average=3**
- Average=2**
- Below average=1**
- Not observed=N**

<input type="radio"/> Highly recommend	<input type="radio"/> Recommend with reservations					
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15. Dependability and trustworthiness		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Optional Written Recommendation

Student
 Check each specialty center to which you are applying.

Signature

Title

Written recommendations are optional. Teachers may opt to write a letter or attach comments on the student's progress in class or readiness for advanced studies. Please sign and date your recommendation. Place the recommendation form in an envelope, seal the envelope, sign across the seal of the envelope, and give the sealed envelope to the appropriate school counselor.

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<input type="radio"/> ACA for Social Sciences	<input type="radio"/> Engineering	<input type="radio"/> Medical Sciences
<input type="radio"/> Arts	<input type="radio"/> Humanities	<input type="radio"/> Spanish Language and Global Citizenship
<input type="radio"/> Communications & Media Relations	<input type="radio"/> Information Technology	
	<input type="radio"/> IB/Henrico HS	
	<input type="radio"/> IB/Tucker HS	

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