



# 2024-25 Specialty Centers Application Packet

## For Henrico residents who do not attend Henrico County Public Schools

### Application Checklist

REMOVE  
PAGES 1-3 AND KEEP  
Them FOR YOUR  
REFERENCE.

- 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 7-15).
- Give Transcript and Standardized Test Request Form to your school counselor (PAGE 16).
- Collect completed Transcript Request and Standardized Test Form.
- Check and sign the Waiver of Right to Access Confidential Information box on all Teacher Recommendation forms.
- Distribute the **required** Recommendation Forms (PAGES 17-20) to **two** of your seventh-grade or eighth-grade teachers who know you well enough to complete these recommendations. **These 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.
  - Required Teacher Recommendation 1: Recommendation from a core teacher from the content areas of mathematics, English, science or social studies
  - Required Teacher Recommendation 2: Recommendation from another core teacher, elective teacher or world languages teacher
- If interested, select another teacher or other adult to complete the **Optional Teacher Recommendation 3** (Pages 21-22).
  - Optional Teacher Recommendation 3: Recommendation from a seventh-grade or eight-grade teacher or other adult of the student's choice
- Complete and return Releases, Consents and Acknowledgments (PAGE 23).
- Contact the specialty center director if you have any questions (PAGES 24-26)
- 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 **November 20, 2023**.



# Application Timeline

for  
**Students Not Currently Enrolled in Henrico County Public Schools**

- October 2, 2023** The specialty center application is available online for students to download and to print.
- October 2, 2023** Specialty center testing registration opens. All specialty center applicants are required to register for mandatory testing. The 2024-25 specialty center assessment testing will include one mathematics, one reading and one writing section. All three sections of the test will be administered in one three-hour session. Parents must register in advance of testing at <https://efmfeed.verintefm.com/se/0A88D4C32D0Edc80> or use the QR Code on page 3. Testing dates are also listed on page 3 of the application.
- November 20, 2023** Non-HCPS testing registration closes.
- November 20, 2023** **By November 20**, all applications should be hand-delivered or mailed to **each** specialty center to which students are applying.
- February 2, 2024** Specialty center directors will contact applicants regarding acceptance, denied or waitlisted status by email after 4:30 p.m.
- February 16, 2024** The deadline for applicants to declare intent or to accept waitlist offers is **February 16**. 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 **February 23**.
- February 23, 2024** All waitlist offers will expire on **February 23**. All students offered a spot from the waitlist must inform specialty center directors of their intent to accept an offer of admission by **February 23**.

**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.



# Assessment Requirements

To apply for admission to an HCPS specialty center, you will need to register to take the specialty center assessment test. The 2024-25 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 20 students. Additional testing guidelines are posted on the specialty center website at <https://www.henricoschools.us/page/specialty-centers>.



Parents must register in advance for the specialty center assessment. Use one of the following:

- URL: <https://efmfeed.verintefm.com/se/0A88D4C32D0Edc80>
- QR Code: Scan the code on the left

Registration for testing will **open** on October 2, 2023; registration for testing will **close** on November 20, 2023.

If you have questions, please contact Stephanie Lambrecht at the following email: [slambrecht@henrico.k12.va.us](mailto:slambrecht@henrico.k12.va.us).

## Specialty Center Testing

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

Session 1	Wednesday, November 29, 2023	9:00 a.m.–12:00 p.m.
Session 2	Wednesday, November 29, 2023	1:00 p.m.–4:00 p.m.
Session 3	Thursday, November 30, 2023	9:00 a.m.–12:00 p.m.
Session 4	Thursday, November 30, 2023	1:00 p.m.–4:00 p.m.
Session 5	Wednesday, December 6, 2023	9:00 a.m.–12:00 p.m.
Session 6	Wednesday, December 6, 2023	1:00 p.m.–4:00 p.m.

To provide testing accommodations for students during the specialty center assessment test, all parents must submit a copy of the student’s Individualized Education Plan or the 504 Plan. The plan should be forwarded to [slambrecht@henrico.k12.va.us](mailto:slambrecht@henrico.k12.va.us) two weeks before the assessment date. If you have any questions regarding testing accommodations, please contact Stephanie Lambrecht at the following email: [slambrecht@henrico.k12.va.us](mailto:slambrecht@henrico.k12.va.us).

## 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**

\_\_\_\_\_

**Check all courses in which you are currently enrolled.**

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

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.**

- Advance College Academy for Business Administration/*Highland Springs High School*  
 Advance College Academy for Social Sciences/*Tucker High School*  
 Center for Allied Health and Human Services/*Hermitage High School*  
 Center for the Arts/*Henrico High School* (Choose up to two and indicate your in-person audition session on the blank. See pages 8-10 for in-person audition schedule.)  
 Dance \_\_\_\_\_ (audition session)  Theatre \_\_\_\_\_ (audition session)  
 Visual Arts \_\_\_\_\_ (audition session)  Musical Theatre \_\_\_\_\_ (audition session)  
 Center for Communications and Media Relations/*Varina High School*  
 Center for Education and Human Development/*Glen Allen High School*  
 Center for Engineering/*Highland Springs High School*  
 Center for Environmental and Studies and Sustainability/*Varina High School*  
 Center for the Humanities/*Hermitage High School*  
 Center for Information Technology/*Deep Run High School*  
 Center for Leadership, Government, and Global Economics/*Freeman High School*  
 Center for Spanish Language and Global Citizenship/*Tucker High School*  
 International Baccalaureate/*Henrico High School*  
 International Baccalaureate/*Tucker High School*  
 Todd Allen Phillips Center for Medical Sciences/*Godwin High School*

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



2024-25

**HCPS**  
 Henrico County Public Schools

# Proof of Residency Documentation

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 7-15 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 7-15. All written essays should follow the format and directions described below.**

## Directions for All Written Essays

Use 12 pt. Times or Times New Roman with one-inch margins and a double-spaced format. Type your full name and your current school's name on the top left hand side of each sheet of paper. Number your pages sequentially. Be specific in your written responses, and provide appropriate supporting examples.

<b>Example</b>	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.

Choose your format: essay or video. Your video should be a maximum of three minutes in length.

In your essay or video, you should address the following three 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 one of the Habits of Mind © you have struggled with in middle school and need to improve upon or develop for high school.
- Topic 3: Briefly explain your top reasons for applying to this program.

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 can email their video to [csaablack@henrico.k12.va.us](mailto:csaablack@henrico.k12.va.us) for ACA Business and to [strierseon@henrico.k12.va.us](mailto:strierseon@henrico.k12.va.us) for ACA Social Sciences or submit their video on a flash drive with the other elements of their application.

**Note:** Essay responses should be in 12 pt. Times or Times New Roman font and double-spaced with one-inch margins. Your full name and current school should be at the top of the paper. **Please save your video with the following naming convention: Last name, First name, Middle School. (Example: SmithSaraShortPump)**

**Center for Allied Health and Human Services**  
Hermitage H.S.

**Essay 1:** Explain your passion for a career in a medical field. What is the driving force behind this passion?

Or

Why do you want to pursue an education in the medical field?

**Essay 2:** Explain a challenge you have faced and how you have overcome that challenge.

Or

How do you plan on contributing to the growth and betterment of the medical field that you have chosen to pursue?

**Students must complete both essays.** Students must answer **both** essays in 12 pt. Times or Times New Roman font and double-spaced with one-inch margins. Your full name and current school should be at the top of the paper. Students should limit their responses to **500 words per essay.**

**Projects are continued on next page.**



# Individual Center Essays, Projects, Auditions and Assessments

**Center for the Arts  
Henrico H.S.**

## **Audition for the Center for the Arts**

### **In-Person Audition on Saturday, January 13, 2024**

In-person audition times are scheduled according to discipline and years of experience. Write your audition session on page 4 of the Application Cover Sheet. Students should be prepared to remain for the entire time of the audition. Please call 804-228-2718 if you are unable to keep your audition time. All auditions will be held at Henrico High School's Center for the Arts on **Saturday, January 13, 2024**. The inclement weather date is Saturday, January 20, 2024.

### **Procedures for In-person Auditions**

Students may audition for **one** or **two** discipline areas but may enroll in only **one** area if accepted to the CFA. Call the CFA office at 804-228-2718 if you have questions about selecting an audition session.

- **If you are applying for ONE discipline area**, please select the session which corresponds to your last name. This selection will determine if your audition is scheduled in the morning or the afternoon.
  - **All Dance applicants will** choose an audition session based on last name and years of dance experience.
- **If you are applying for TWO discipline areas**, you will audition for both areas in either the morning (Sessions A & B) or in the afternoon (Sessions C & D). Please select the session which corresponds to your last name in at least one area. This selection will determine if both of your auditions are scheduled in the morning or in the afternoon.
  - **All Dance applicants** who are applying for more than one curriculum area **must** make the Dance selection first.
- Please check the correct session(s) on page 4 of the Application Cover Sheet.
- Students must check in for their audition(s) **ten minutes** prior to their scheduled audition start time and remain for the entire audition slot.
- Parents may not attend the audition. We will have a waiting area where parents can relax during their child's audition.
- For a description of the audition requirements, please refer to the following pages of this application:
  - Dance applicants should refer to page 9.
  - Musical Theatre applicants should refer to page 9.
  - Theatre applicants should refer to page 10.
  - Visual Arts applicant should refer to page 10.

**To apply to the Center for the Arts for the 2024-25 school year, all applicants must participate in an in-person audition; however, videos are no longer required as part of the application process.**

**Projects are continued on next page.**





# Individual Center Essays, Projects, Auditions and Assessments

## Dance Audition Instructions

### In-Person Audition on Saturday, January 13, 2024

#### Schedule

Session A	Last names A-M & 2 years or less dance experience	9:00 a.m.-10:30 a.m.
Session B	Last names N-Z & 2 years or less dance experience	10:45 a.m.-12:15 p.m.
Session C	Last names A-M & 3 years or more dance experience	1:30 p.m.-3:00 p.m.
Session D	All students N-Z & 3 or more years dance experience	3:15 p.m.-4:45 p.m.

#### Dress

Students should wear clothes they can move in: leotards, tights, leggings or jazz pants. No T-shirts, tank tops, sweat shirts, skirts, shorts or jewelry can be worn. Wear clothes that do not have large patterns, drawings, writings or advertisements on them. Bring any dance shoes that you own. No stocking feet or socks. Please have hair pulled back and fixed so that it does not hinder movement.

#### Audition

Dance applicants will be asked to participate in a series of movements from several techniques such as ballet, jazz and modern dance for approximately 90 minutes. Students will learn a short combination of steps that they will perform with a small group as part of the audition. No prepared solo dance is needed for the audition; all dance is taught at the time of the audition. Each student will also have a brief interview. Each applicant must plan to stay for the entire audition time slot. Dance auditions will take place in the **CFA Dance Studio**.

## Musical Theatre Audition Instructions

### In-Person Audition on Saturday, January 13, 2024

#### Schedule

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

#### Dress

Musical theatre applicants should wear comfortable clothing for their auditions: leotards, tights, jazz pants or sweat pants with a close-fitting T-shirt. Bring jazz shoes for the dance audition if you have them. Otherwise, wear tennis shoes. No stocking feet or socks.

#### Audition

Applicants will participate in a dance audition as well as a vocal audition. Individual vocal auditions will consist of one prepared piece of music from a Broadway musical or show, popular music, school choral music, church choral music or any other solo vocal literature. Rap music is not acceptable for this audition. **Students must perform the song with the accompaniment.** No a cappella singing is permitted. Students may bring the sheet music as an accompanist will be provided, **or** students may bring an accompaniment instrumental or karaoke version **without vocalists** on a CD, MP3 player, flash drive or iPhone. All CDs or devices must be clearly marked and cued to start. Students will be vocalized to obtain range, aural memory and vocal tone. Each applicant must plan to stay for the entire audition time slot. Musical Theatre auditions will be held in the **Henrico High School auditorium**.



# Individual Center Essays, Projects, Auditions and Assessments

## Theatre Audition Instructions

### In-Person Audition on Saturday, January 13, 2024

#### Schedule

Session A	Last names A–F	9:00 a.m.–10:30 a.m.
Session B	Last names G–L	10:45 a.m.–12:15 p.m.
Session C	Last names M–R	1:30 p.m.–3:00 p.m.
Session D	Last names S–Z	3:15 p.m.–4:45 p.m.

#### Dress

Students should wear clothes they can move in: tights, sweats, leotards, T-shirts or tank tops. Please do not wear clothes that have large drawings, writings or advertisements on them.

#### Audition

Theatre applicants should prepare a monologue. A monologue is a cutting from a play that can stand on its own and does not require dialogue between two or more people. You will find books that contain monologues in your library or in bookstores. The monologue should be a minimum of one minute and a maximum of two minutes in length and should be memorized. Please avoid classical or Shakespearean monologues. Songs and poems will not be heard for this audition. Students will also participate in improvisational exercises with other applicants. Candidates will have a brief interview in which they will be asked about their interests in the center and their theatrical experiences. Each applicant must plan to stay for the entire audition time slot. Theatre auditions will take place in the **CFA Black Box Theatre** and the **CFA Theatre classrooms**.

## Visual Arts Instructions

### In-Person Audition on Saturday, January 13, 2024

#### Schedule

Session A	Last names A–F	9:00 a.m.–10:30 a.m.
Session B	Last names G–L	10:45 a.m.–12:15 p.m.
Session C	Last names M–R	1:30 p.m.–3:00 p.m.
Session D	Last names S–Z	3:15 p.m.–4:45 p.m.

#### Dress

Visual arts applicants should bring a portfolio of their artwork. This work may have been produced in a school art program, through private lessons or at home. The portfolio should contain eight pieces of art. In your portfolio, you must include the following: two drawings (mandatory) from life (not your imagination or copies of pictures); six other pieces can be from your imagination but should demonstrate your best craftsmanship; variety of work including painting, drawing, printmaking and collage; variety of subject matter such as portraits, landscapes, still-life, design, abstract work; and three-dimensional art (not mandatory). If you are currently enrolled in an art class at school, please bring work from your art class. If you are not, complete the life drawings at home.

#### Audition

The applicant will have a brief interview and drawing exercise to complete while waiting. Students should be prepared to discuss their reasons for wanting an advanced visual arts training at the center. Each applicant must plan to stay for the entire audition time slot. Visual Arts auditions will be held in the **CFA Visual Arts Building**.

# 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 or magazine cover 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. Non-HCPS applicants should submit projects on a flash drive with the other elements of the application.

Submissions will be worth **15 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. Relax, be yourself and make sure we can hear you.

Students can email their video to [rmconway@henrico.k12.va.us](mailto: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).

**Note:** Essay responses should be in 12 pt. Times or Times New Roman font and double-spaced with one-inch margins. Your full name and current school should be at the top of the paper. **Please save your video with the following naming convention: Last name, First name, Middle School (Example: SmithSaraBrookland).**

**Projects are continued on next page.**



# Individual Center Essays, Projects, Auditions and Assessments

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

In either a written or video format, explain why you are interested in attending the Center for Engineering at Highland Springs High School. Your written essay should be no more than 250 words. If you choose to make a video submission, your video should be no more than three minutes long 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. Students can email their video to [wwbatkins@henrico.k12.va.us](mailto:wwbatkins@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.

**Note: Essay responses should be in 12 pt. Times or Times New Roman font and double-spaced with one-inch margins. Your full name and current school should be at the top of the paper. Please save your video with the following naming convention: Last name, First name, Middle School (Example: SmithSaraElko).**

**Center for Environmental Studies and Sustainability**  
**Varina 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 Environmental Studies and Sustainability.
- Chooses a topic within Environmental Studies and Sustainability (ESS) that interests them and explains why it is important or relevant in the study of ESS today. If they wish, students may express their experience with the topic.

Videos should be no longer than three minutes 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 [kpepps@henrico.k12.va.us](mailto:kpepps@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 150 words)

**Note: Essay responses should be in 12 pt. Times or Times New Roman font and double-spaced with one-inch margins. Your full name and current school name should be at the top of your paper. Please save your video with the following naming convention: LastnameFirstnameMiddleschool. (Example: SmithHarryElko)**



# Individual Center Essays, Projects, Auditions and Assessments

## Center for the Humanities Hermitage H.S.

### Part One: Video Introduction

Students should create a video that does the following:

- Introduces themselves.
- Explains why they are interested in the curriculum offered in the Center for the Humanities.
- Chooses an issue in society, culture or the arts (the humanities) that interests them and explains why it is important or relevant to our society today. If they wish, students may express a stance on the issue if there is a 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 [bdmarr@henrico.k12.va.us](mailto:bdmarr@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 of 100 words)

**Note: Essay responses should be in 12 pt. Times or Times New Roman font and double-spaced with one-inch margins. Your full name and current school should be at the top of the paper. Please save your video with the following naming convention: Last name, First name, Middle School (Example: SmithSharonTuckahoe).**

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

### Part One: Video Introduction

Students should create a video that does the following:

- Introduces themselves.
- Explains why they are interested in the curriculum offered in the Center for Information Technology.
- Chooses a topic within information technology/computer science (IT/CS) that interests them and explains why it is important or relevant in the study of IT/CS today.

Videos should be less than two 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 [lmorris@henrico.k12.va.us](mailto:lmorris@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 of 100 words)

**Note: Essay responses should be in 12 pt. Times or Times New Roman font and double-spaced with one-inch margins. Your full name and current school should be at the top of the paper. Please save your video with the following naming convention: Last name, First name, Middle School (Example: SmithSharonRolfe).**

Projects are continued on next page.



2024-25

**HCPS**

Henrico County Public Schools

# Individual Center Essays, Projects, Auditions and Assessments

**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](mailto: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 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 of 100 words)

**Note: Essay responses should be in 12 pt. Times or Times New Roman font and double-spaced with one-inch margins. Your full name and current school should be at the top of the paper. Please save your video with the following naming convention: Last name, First name, Middle School (Example: SmithSamMoody).**

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

## **Entrance Exam**

The Center for Spanish Language and Global Citizenship does not require a project; however, all applicants are expected to attend an entrance exam focusing on their Spanish skills. The entrance exam is scheduled on **Saturday, January 13, 2024, from 9:00 a.m. to 12:00 p.m.** at **Tucker High School**. The make-up date is scheduled on Saturday, January 20, 2024, from 9:00 a.m. to 12:00 p.m. at Tucker High School.

**Projects are continued on next page.**



**2024-25**  
**HCPS**  
Henrico County Public Schools

# Individual Center Essays, Projects, Auditions and Assessments

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

Students and teachers in the International Baccalaureate Program aspire to ten Learner Profile traits, which I.B. 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.**

**Note: Essay responses should be in 12 pt. Times or Times New Roman font and double-spaced with one-inch margins. Your full name and current school should be at the top of the paper.**

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

1. Short Answer: What is your specific interest in the Center for Medical Sciences, and how would you take advantage of the opportunities provided to you as a center student? (Maximum 100 words)
2. Short Answer: You just were accepted to your dream college. What course are you most excited to take? How would this contribute to or shape your academic goals? (Maximum of 100 words)
3. Short Answer: While you are in the center, you will take the following math classes: Algebra II, Pre-Calculus, AP Calculus AB, and AP Statistics. Which of these classes are you most excited to take? Explain why. (Maximum of 100 words)
4. Graph: Justin conducted an experiment to measure the effect of acid rain on the germination of seeds. He placed 10 radish seeds on the bottom of 10 petri dishes that had been lined with filter paper. He added equal amounts of solution to each of the dishes; then he placed the lids on top and stored the dishes in the dark. On days 2, 4 and 6, he measured and recorded the length of the radicle (root) on each seed and calculated an average radicle length. His data is shown below.
  - A. Make a graph on paper, take a picture of the graph and embed this picture into your document.  
or  
Make a graph in Excel, snip a picture and embed this picture into your document.
  - B. Based on your graph, make a prediction about the length of the radicle in a pH 2 solution on day 9.
  - C. Using information from your graph, explain which solution a scientist should use for maximum radicle growth.

Solution in Dish	Average Radicle (Root) Length (mm)		
	Day 2	Day 4	Day 6
Distilled Water	1.0	4.0	5.0
Solution pH 2	0.0	0.5	1.5
Solution pH 5	2.0	5.0	8.0
Solution pH 8	1.0	3.0	3.5

**Note: Students must complete all four essays. Responses should be in 12 pt. Times or Times New Roman font and double-spaced with one-inch margins. Your full name and current school should be at the top of the paper.**



# 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 Allied Health and Human Services/*Hermitage High School*
- Center for the Arts/*Henrico High School*
- Center for Communications and Media Relations/*Varina High School*
- Center for Education and Human Development/*Glen Allen High School*
- Center for Engineering/*Highland Springs High School*
- Center for Environmental Studies and Sustainability/*Varina High School*
- Center for the Humanities/*Hermitage High School*
- Center for Information Technology/*Deep Run High School*
- Center for Leadership, Government, and Global Economics/*Freeman High School*
- Center for Spanish Language and Global Citizenship/*Tucker High School*
- International Baccalaureate/*Henrico High School*
- International Baccalaureate/*Tucker High School*
- Todd Allen Phillips Center for Medical Sciences/*Godwin High School*



Student (Last Name, First Name—please print) \_\_\_\_\_ Date \_\_\_\_\_

Teacher (please print) \_\_\_\_\_ Subject/School \_\_\_\_\_

# Required Teacher Recommendation I

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

WAIVER OF RIGHT TO ACCESS CONFIDENTIAL INFORMATION			
<input type="checkbox"/> We voluntarily waive right to information contained on this recommendation form.			
<input type="checkbox"/> We do not waive right to access. (No access is available before completion of the evaluation process.)			
_____	_____	_____	_____
<b>Applicant's Signature</b>	<b>Date</b>	<b>Parent/Guardian's Signature</b>	<b>Date</b>

This student is applying to one or more specialty centers, 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

**Overview:** All specialty center applicants are required to submit two recommendations but are also allowed to submit a third optional recommendation.

- Required Teacher Recommendation 1: Recommendation from a core teacher from the content areas of mathematics, English, science or social studies
- Required Teacher Recommendation 2: Recommendation from another core teacher, elective teacher or world languages teacher
- Optional Teacher Recommendation 3: Recommendation from a teacher or other adult of the **student's choice**

**Teacher Directions**

- **Part I:** Use the rating scale on the left to evaluate the applicant. If a rating of 4 is selected, you are required to provide a specific example in the boxes below numbers 1-10.
- **Part II:** Complete **one** of the required prompts and **attach it to the recommendation form.**
- 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.

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

- 4** = One of the top students I have encountered in my career **(Provide a specific example if selecting a rating of 4. Include your examples with your written prompt.)**
- 3** = Excellent (Top 10% of my class)
- 2** = Very good (Top 25% of my class)
- 1** = Average (Top 50% of my class)
- 0** = Below average (Bottom 50% of my class)

**Part I**

	<b>4</b>	<b>3</b>	<b>2</b>	<b>1</b>	<b>0</b>
1. Exhibits a desire for learning	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2. Works with peers and contributes to group and team situations	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
3. Engages in classroom activities	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
4. Demonstrates original and independent thought	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

**Student**  
 Check each specialty center to which you are applying.

- |                                                          |                                              |                                         |
|----------------------------------------------------------|----------------------------------------------|-----------------------------------------|
| <input type="radio"/> A.C.A. for Business Administration | <input type="radio"/> Education              | <input type="radio"/> Leadership        |
| <input type="radio"/> A.C.A. for Social Sciences         | <input type="radio"/> Engineering            | <input type="radio"/> Spanish Language  |
| <input type="radio"/> Allied Health                      | <input type="radio"/> Environmental Studies  | <input type="radio"/> I.B./Henrico H.S. |
| <input type="radio"/> Arts                               | <input type="radio"/> Humanities             | <input type="radio"/> I.B./Tucker H.S.  |
| <input type="radio"/> Communications                     | <input type="radio"/> Information Technology | <input type="radio"/> Medical Sciences  |



Student (Last Name, First Name—please print)

Date

Teacher (please print)

Subject/School

# Required Teacher Recommendation I

## Part I (Continued)

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

- 4 = One of the top students I have encountered in my career **(Provide a specific example if selecting a rating of 4. Include your examples with your written prompt.)**
- 3 = Excellent (Top 10% of my class)
- 2 = Very good (Top 25% of my class)
- 1 = Average (Top 50% of my class)
- 0 = Below average (Bottom 50% of my class)

5. Demonstrates honesty and integrity 4 3 2 1 0  
○ ○ ○ ○ ○

6. Is an effective communicator and comfortable presenting to a group 4 3 2 1 0  
○ ○ ○ ○ ○

7. Retains knowledge and skills 4 3 2 1 0  
○ ○ ○ ○ ○

8. Is self-motivated 4 3 2 1 0  
○ ○ ○ ○ ○

9. Completes assignments and tasks on time 4 3 2 1 0  
○ ○ ○ ○ ○

10. Respects effectively to challenges and setbacks 4 3 2 1 0  
○ ○ ○ ○ ○

## Required Written Recommendation

### Part II

Teachers are to choose **one** of the prompts below and answer in a paragraph.

**Prompt 1:** Please describe how the applicant demonstrates enthusiasm and the necessary skills to be successful at the selected specialty centers.

**Prompt 2:** What are the first words that come to mind when describing this student? Briefly explain your choices in a paragraph.

**Student**  
Check each specialty center to which you are applying.

- | Signature                                                | Title                                   |
|----------------------------------------------------------|-----------------------------------------|
| <input type="radio"/> A.C.A. for Business Administration | <input type="radio"/> Leadership        |
| <input type="radio"/> A.C.A. for Social Sciences         | <input type="radio"/> Spanish Language  |
| <input type="radio"/> Allied Health                      | <input type="radio"/> I.B./Henrico H.S. |
| <input type="radio"/> Arts                               | <input type="radio"/> I.B./Tucker H.S.  |
| <input type="radio"/> Communications                     | <input type="radio"/> Medical Sciences  |
| <input type="radio"/> Education                          |                                         |
| <input type="radio"/> Engineering                        |                                         |
| <input type="radio"/> Environmental Studies              |                                         |
| <input type="radio"/> Humanities                         |                                         |
| <input type="radio"/> Information Technology             |                                         |



Student (Last Name, First Name—please print) \_\_\_\_\_

Date \_\_\_\_\_

Teacher (please print) \_\_\_\_\_

Subject/School \_\_\_\_\_

# Required Teacher Recommendation 2

## 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**

This student is applying to one or more specialty centers, 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

**Overview:** All specialty center applicants are required to submit two recommendations but are also allowed to submit a third optional recommendation.

- Required Teacher Recommendation 1: Recommendation from a core teacher from the content areas of mathematics, English, science or social studies
- Required Teacher Recommendation 2: Recommendation from another core teacher, elective teacher or world languages teacher
- Optional Teacher Recommendation 3: Recommendation from a teacher or other adult of the **student's choice**

### Teacher Directions

- **Part I:** Use the rating scale on the left to evaluate the applicant. If a rating of 4 is selected, you are required to provide a specific example in the boxes below numbers 1-10.
- **Part II:** Complete **one** of the required prompts and attach it to the recommendation form.
- 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.

### Part I

1. Exhibits a desire for learning 4   3   2   1   0  
○ ○ ○ ○ ○

2. Works with peers and contributes to group and team situations 4   3   2   1   0  
○ ○ ○ ○ ○

3. Engages in classroom activities 4   3   2   1   0  
○ ○ ○ ○ ○

4. Demonstrates original and independent thought 4   3   2   1   0  
○ ○ ○ ○ ○

- |                                                             |                                                 |                                            |
|-------------------------------------------------------------|-------------------------------------------------|--------------------------------------------|
| <input type="checkbox"/> A.C.A. for Business Administration | <input type="checkbox"/> Education              | <input type="checkbox"/> Leadership        |
| <input type="checkbox"/> A.C.A. for Social Sciences         | <input type="checkbox"/> Engineering            | <input type="checkbox"/> Spanish Language  |
| <input type="checkbox"/> Allied Health                      | <input type="checkbox"/> Environmental Studies  | <input type="checkbox"/> I.B./Henrico H.S. |
| <input type="checkbox"/> Arts                               | <input type="checkbox"/> Humanities             | <input type="checkbox"/> I.B./Tucker H.S.  |
| <input type="checkbox"/> Communications                     | <input type="checkbox"/> Information Technology | <input type="checkbox"/> Medical Sciences  |

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

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

- 4** = One of the top students I have encountered in my career **(Provide a specific example if selecting a rating of 4. Include your examples with your written prompt.)**
- 3** = Excellent (Top 10% of my class)
- 2** = Very good (Top 25% of my class)
- 1** = Average (Top 50% of my class)
- 0** = Below average (Bottom 50% of my class)

**Student**  
 Check each specialty center to which you are applying.



Student (Last Name, First Name—please print)

Date

Teacher (please print)

Subject/School

# Required Teacher Recommendation 2

## Part I (Continued)

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

- 4 = One of the top students I have encountered in my career **(Provide a specific example if selecting a rating of 4. Include your examples with your written prompt.)**
- 3 = Excellent (Top 10% of my class)
- 2 = Very good (Top 25% of my class)
- 1 = Average (Top 50% of my class)
- 0 = Below average (Bottom 50% of my class)

5. Demonstrates honesty and integrity 4 3 2 1 0  
○ ○ ○ ○ ○

6. Is an effective communicator and comfortable presenting to a group 4 3 2 1 0  
○ ○ ○ ○ ○

7. Retains knowledge and skills 4 3 2 1 0  
○ ○ ○ ○ ○

8. Is self-motivated 4 3 2 1 0  
○ ○ ○ ○ ○

9. Completes assignments and tasks on time 4 3 2 1 0  
○ ○ ○ ○ ○

10. Respects effectively to challenges and setbacks 4 3 2 1 0  
○ ○ ○ ○ ○

## Required Written Recommendation

### Part II

Teachers are to choose **one** of the prompts below and answer in a paragraph.

**Prompt 1:** Please describe how the applicant demonstrates enthusiasm and the necessary skills to be successful at the selected specialty centers.

**Prompt 2:** What are the first words that come to mind when describing this student? Briefly explain your choices in a paragraph.

**Student**  
Check each specialty center to which you are applying.

<p style="text-align: center;"><b>Signature</b></p> <p>○ A.C.A. for Business Administration</p> <p>○ A.C.A. for Social Sciences</p> <p>○ Allied Health</p> <p>○ Arts</p> <p>○ Communications</p>	<p style="text-align: center;"><b>Title</b></p> <p>○ Leadership</p> <p>○ Spanish Language</p> <p>○ I.B./Henrico H.S.</p> <p>○ I.B./Tucker H.S.</p> <p>○ Medical Sciences</p>
--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

○ Education

○ Engineering

○ Environmental Studies

○ Humanities

○ Information Technology

Student (Last Name, First Name—please print) \_\_\_\_\_

Date \_\_\_\_\_

Teacher (please print) \_\_\_\_\_

Subject/School \_\_\_\_\_

# Optional Teacher Recommendation 3

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

### 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**

This student is applying to one or more specialty centers, 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

**Overview:** All specialty center applicants are required to submit two recommendations but are also allowed to submit a third optional recommendation.

- Required Teacher Recommendation 1: Recommendation from a core teacher from the content areas of mathematics, English, science or social studies
- Required Teacher Recommendation 2: Recommendation from another core teacher, elective teacher or world languages teacher
- Optional Teacher Recommendation 3: Recommendation from a teacher or other adult of the **student's choice**

### Teacher Directions

- **Part I:** Use the rating scale on the left to evaluate the applicant. If a rating of 4 is selected, you are required to provide a specific example in the boxes below numbers 1-10.
- **Part II:** Complete **one** of the required prompts and attach it to the recommendation form.
- 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:

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

- 4 = One of the top students I have encountered in my career **(Provide a specific example if selecting a rating of 4. Include your examples with your written prompt.)**
- 3 = Excellent (Top 10% of my class)
- 2 = Very good (Top 25% of my class)
- 1 = Average (Top 50% of my class)
- 0 = Below average (Bottom 50% of my class)

**Part I**

1. Exhibits a desire for learning 4 3 2 1 0

2. Works with peers and contributes to group and team situations 4 3 2 1 0

3. Engages in classroom activities 4 3 2 1 0

4. Demonstrates original and independent thought 4 3 2 1 0

**Student**  
 Check each specialty center to which you are applying.

- |                                                          |                                              |                                         |
|----------------------------------------------------------|----------------------------------------------|-----------------------------------------|
| <input type="radio"/> A.C.A. for Business Administration | <input type="radio"/> Education              | <input type="radio"/> Leadership        |
| <input type="radio"/> A.C.A. for Social Sciences         | <input type="radio"/> Engineering            | <input type="radio"/> Spanish Language  |
| <input type="radio"/> Allied Health                      | <input type="radio"/> Environmental Studies  | <input type="radio"/> I.B./Henrico H.S. |
| <input type="radio"/> Arts                               | <input type="radio"/> Humanities             | <input type="radio"/> I.B./Tucker H.S.  |
| <input type="radio"/> Communications                     | <input type="radio"/> Information Technology | <input type="radio"/> Medical Sciences  |



Student (Last Name, First Name–please print)

Date

Teacher (please print)

Subject/School

# Optional Teacher Recommendation 3

## Part I (Continued)

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

- 4 = One of the top students I have encountered in my career **(Provide a specific example if selecting a rating of 4. Include your examples with your written prompt.)**
- 3 = Excellent (Top 10% of my class)
- 2 = Very good (Top 25% of my class)
- 1 = Average (Top 50% of my class)
- 0 = Below average (Bottom 50% of my class)

5. Demonstrates honesty and integrity

4 3 2 1 0  
○ ○ ○ ○ ○

6. Is an effective communicator and comfortable presenting to a group

4 3 2 1 0  
○ ○ ○ ○ ○

7. Retains knowledge and skills

4 3 2 1 0  
○ ○ ○ ○ ○

8. Is self-motivated

4 3 2 1 0  
○ ○ ○ ○ ○

9. Completes assignments and tasks on time

4 3 2 1 0  
○ ○ ○ ○ ○

10. Respects effectively to challenges and setbacks

4 3 2 1 0  
○ ○ ○ ○ ○

## Required Written Recommendation

### Part II

Teachers are to choose **one** of the prompts below and answer in a paragraph.

**Prompt 1:** Please describe how the applicant demonstrates enthusiasm and the necessary skills to be successful at the selected specialty centers.

**Prompt 2:** What are the first words that come to mind when describing this student? Briefly explain your choices in a paragraph.

Signature

Title

**Student**  
Check each specialty center to which you are applying.

- A.C.A. for Business Administration
- A.C.A. for Social Sciences
- Allied Health
- Arts
- Communications

- Education
- Engineering
- Environmental Studies
- Humanities
- Information Technology

- Leadership
- Spanish Language
- I.B./Henrico H.S.
- I.B./Tucker H.S.
- Medical Sciences



# 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 or audition at the respective specialty centers to which I am applying. If an assessment or audition is required, I will be at the appropriate location before the start time of each session and will comply with expectations for each 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 and audition 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)**

# Center Contact Information

**Advance  
College  
Academy  
for  
Business  
Administration**

Chevon Artis-Ablack  
 Director, Advance College Academy for Business Administration  
 Highland Springs High School  
 200 S. Airport Drive  
 Highland Springs, VA 23075  
 804-328-4000  
[csaablack@henrico.k12.va.us](mailto:csaablack@henrico.k12.va.us)

**Advance  
College  
Academy  
for  
Social  
Sciences**

Sheralyne R. Tierseron  
 Director, Advance College Academy for Social Sciences  
 J. R. Tucker High School  
 2910 North Parham Road  
 Henrico, VA 23294  
 804-527-4617  
[srtierseron@henrico.k12.va.us](mailto:srtierseron@henrico.k12.va.us)

**Center for the  
Allied Health and  
Human Services**

Sarah F. Hammonds  
 Director, Center for Allied Health and Human Services  
 Hermitage High School  
 8301 Hungary Spring Road  
 Henrico, VA 23228  
 804-756-3000  
[sfhammonds@henrico.k12.va.us](mailto:sfhammonds@henrico.k12.va.us)

**Center for  
the Arts**

Dr. Stephanie L. Poxon  
 Director, Center for the Arts  
 Henrico High School  
 302 Azalea Avenue  
 Henrico, VA 23227  
 804-228-2718  
[slpoxon@henrico.k12.va.us](mailto:slpoxon@henrico.k12.va.us)

**Center for  
Communications  
and  
Media Relations**

Aaron D. Willoughby  
 Director, Center for Communications & Media Relations  
 Varina High School  
 7053 Messer Road  
 Henrico, VA 23231  
 804-226-3139  
[adwilloughby@henrico.k12.va.us](mailto:adwilloughby@henrico.k12.va.us)

**Center for  
Education  
and Human  
Development**

Ryan M. Conway  
 Director, Center for Education and Human Development  
 Glen Allen High School  
 10700 Staples Mill Road  
 Glen Allen, VA 23059  
 804-501-3300  
[rmconway@henrico.k12.va.us](mailto:rmconway@henrico.k12.va.us)





# Center Contact Information

## Center for Engineering

Billy Batkins  
 Director, Center for Engineering  
 Highland Springs High School  
 200 South Airport Drive  
 Highland Springs, VA 23075  
 804-328-8140  
 wwbatkins@henrico.k12.va.us

## Center for Environmental Studies and Sustainability

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