



## Student Evaluation Request

**Dear Parents,**

Please complete the following section and give this form to your child's current English and Math teachers with an envelope addressed to Brookwood School, Admissions Office, One Brookwood Road, Manchester, MA 01944. Please ask your child's teachers to return this to Brookwood no later than February 1.

Student's Name: \_\_\_\_\_

Current Teacher's Name(s): \_\_\_\_\_

Teacher input is a valuable part of the admissions process at Brookwood School. Please fill out the attached confidential Student Evaluation form(s) and return it to Brookwood School in the envelope provided by February 1. By signing this form, you are also giving permission for follow-up conversations or classroom observations that may be necessary for the completion of your child's application.

Parent Signature: \_\_\_\_\_

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**Dear Teacher,**

Thank you for completing this evaluation for the candidate named above and returning it to Brookwood School by February 1. We recommend making a copy of it in case for some reason it doesn't get to us. Teacher input is a valuable part of our admissions process, and we very much appreciate your input on behalf of this candidate.

All materials submitted to Brookwood are considered confidential communications and are only reviewed by the Admissions Committee. If you have any questions or concerns, please feel free to call me at 978-526-4500. Thank you for your time and candor.

Sincerely,

Lindsay C. Murphy  
Director of Admissions



## School Record Request

**Dear Parents,**

Please complete the top section and give this form to your child's Program Director or School Office with an envelope addressed to Brookwood School, Admissions Office, One Brookwood Road, Manchester, MA 01944. Please ask your child's teacher to return this to Brookwood no later than February 1.

Student's Name: \_\_\_\_\_

Director of School Office Name: \_\_\_\_\_

Please send a copy of my child's records, reports (including last 2 years and current year), and any standardized or other test results to Brookwood School in the enclosed envelope by February 1.

Parent Signature: \_\_\_\_\_

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**Dear School,**

Thank you for completing this records request. For the above named student, please send a copy of his/her records, reports (including last 2 years and current year), and any standardized or other test results to Brookwood School in the enclosed envelope by February 1. If you have any questions or concerns, please feel free to call me at (978) 526-4500. Thank you for your time.

Sincerely,

Lindsay C. Murphy  
Director of Admissions