

Hargrave Military Academy

200 Military Drive; Chatham, VA 24531

Telephone: 800.432.2480 • FAX: 434.432.3129 • Email: admissions@hargrave.edu



THE APPLICATION PROCESS

1. Return the application along with the application fee to:

**Office of Admissions
Hargrave Military Academy
200 Military Drive
Chatham, Virginia 24531**

- If the applicant is a **Post Graduate Athlete**, please complete and return the NCAA Initial-Eligibility Clearinghouse form along with the application and PG Addendum. A check payable to the NCAA must be attached to the form for processing. If the form has been previously submitted, a copy of the NCAA Eligibility Form must be attached.
2. Please forward the request for transcripts and recommendations forms to the applicant's school and have requested information returned to Hargrave Military Academy.
3. Call the Admission Department to schedule a campus visit.
4. After all requested information has been received, your application will be reviewed by the Admission Committee, and you will be notified of the status of the application.

International Applicants: I-20 forms will be issued only after an invitation for admission has been offered. The I-20 should be taken to the nearest U.S. Embassy or Consulate in the candidate's native country of residence to apply for an F-1 Student Visa.

Applications for admission to Hargrave Military Academy will not be reviewed by the committee until all requested information has been received.

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PRINCIPAL/ASSISTANT PRINCIPAL RECOMMENDATION

(Student's Name) _____

TO THE PARENT/GUARDIAN:

Please give this form to the current or most recent principal or assistant principal and ask that it be completed and mailed as soon as possible to the Hargrave Military Academy, Admissions Office.

TO THE PRINCIPAL:

Thank you for taking the time to complete this form. Please be assured that your evaluation and comments will be kept in strict confidence. Include a copy of the student's discipline report with your recommendation.

Please circle the appropriate response:

1. Has the student ever been suspended from your school?
If yes, please list dates, circumstances, and punishment. Yes No
2. Has the student ever had any drugs or alcohol related incidents at your schools? If yes, please explain. Yes No
3. Has the student ever been involved in any violence related incidents? If yes, please explain. Yes No
4. Would your student be allowed to enroll in your school based on the information you have available today? Yes No
5. Is your school accredited? By whom? Yes No

In the space provided below, please offer any additional observations or comments you think would assist us in evaluating this student's potential for being successful in a Military School boarding atmosphere.

Commendations/Concerns:

Signature: _____ Date: _____

Name of School: _____ Phone: _____

E-mail: _____ Fax: _____

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REQUEST FOR TRANSCRIPTS

TO THE PARENT/GUARDIAN: Please complete form and forward to the guidance office at the student's current school.

I hereby authorize _____
School Name

Address _____

City _____ Country _____ State/Postal Code _____ Phone _____

to release the following information on:

(Student's Name) _____

to the Admissions office at Hargrave Military Academy.

Parent/Guardian Signature Date

TO THE GUIDANCE OFFICE: The above-named student has applied to Hargrave Military Academy. As requested by the parent/guardian, please release the following information in the Office of Admissions at Hargrave Military Academy.

- A COMPLETE TRANSCRIPT OF GRADES AND STANDARDIZED TESTS RESULTS
- TEACHER/PRINCIPAL EVALUATIONS
- SPECIAL EDUCATION INFORMATION (I.E., I.E.P., PSYCHOLOGICAL RECORDS, ETC.)
- DISCIPLINE RECORDS
- NCAA INITIAL ELIGIBILITY CLEARINGHOUSE FORM (POST GRADUATE ATHLETES)
- NCAA 48-H COURSE FORM (POST GRADUATE ATHLETES)
- HEALTH AND IMMUNIZATION RECORDS

Please send all applicable information listed above to:

Hargrave Military Academy

ATTN: Admissions Office

200 Military Drive

Chatham, Virginia 24531

Enclosed are two (2) teacher and one (1) principal's recommendation forms. Please have two (2) of the student as mentioned above's teachers and the principal complete these forms and include them in the packet along with the above-requested information.

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TEACHER RECOMMENDATION

(Student's Name) _____

TO THE PARENT/GUARDIAN:

Please give this form to a current teacher in a core subject (Math, English, Science, or History) and ask that it be completed and mailed as soon as possible to the Hargrave Military Academy, Admissions Office.

TO THE TEACHER:

Thank you for taking the time to complete this form. Please be assured that your evaluation and comments will be kept in strict confidence.

Please rate the following areas 1-5 circling, in your judgment, the most appropriate response.

5 - Excellent 4 - Above Average 3 - Average 2 - Needs Improvement 1 - Unsatisfactory

Responsibility	5	4	3	2	1
Integrity/Honesty	5	4	3	2	1
Leadership	5	4	3	2	1
Concern for Others	5	4	3	2	1
Emotional Stability	5	4	3	2	1
Respect for Authority	5	4	3	2	1
Conduct	5	4	3	2	1
Overall Academic Ability	5	4	3	2	1
Peer Interaction	5	4	3	2	1
Maturity Level	5	4	3	2	1

In the space provided below, please offer any additional observations or comments you think would assist us in evaluating this student's potential for being successful in a Military School boarding atmosphere.

Commendations/Concerns:

Signature: _____ Date: _____

Name of School: _____ Grade: _____ Subject: _____

Phone: _____ E-mail: _____ Fax: _____