Lowell Public Schools

Lowell High School
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Lowell, Massachusetts 01852-1050

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January 15, 2020

Dr. Joel Boyd, Superintendent
Lowell Public Schools
155 Merrimack Street
Lowell, MA 01852

Re: Counselors Visit Program

Dear Dr. Boyd:

I am requesting permission for Karyn Cassidy to attend Johns Hopkins University counselor visit program from Sunday, April 26 to Tuesday, April 28, 2020 in Baltimore, MD.

Counselor and college advisers invited to this program have been specifically nominated by members of Johns Hopkins University due to the high level of impact they have within their schools and larger counseling community. This is a selective, **all –expenses –paid opportunity** to visit the Homewood campus and gain additional tools for supporting high school student in the application and financial aid processes. There is no cost to Lowell Public School.

- **Tools for effective ways to write letters of recommendation for counselors with both large and small caseloads.**
- **Insight on how the high school profile is used to provide essential context for the admissions committee during the application review.**
- **Insider knowledge on new initiatives and holistic services to support students from their first year through graduation.**
- **An enhanced understanding of the need-based financial aid process.**
- **Professional connections with others in the field to share ideas and discuss best practices**

Thank you in advance for your consideration and support.

Sincerely,

Marianne Busteed
Head of School LHS