



6000 Queens Highway, Parma Heights, OH 44130
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Shadowing Guidelines

Dear Student Shadow:

The intention of our shadowing program is to offer a prospective student an opportunity to spend a day on our campus with our community. Any visiting student should seriously intend to apply to Holy Name High School and must currently be enrolled in the eighth grade.

The Holy Name Admissions Office must receive written permission from the parents/guardians and his/her elementary school principal, allowing the prospective student to visit. Please have the student bring the permission form with him/her on the day of their visit.

Visitors should arrive at 8:30 a.m. and can be picked up at 2:15 p.m.

Please drop off the student at the main entrance in front of the school. They will then be directed to the appropriate room to meet their Holy Name Ambassador.

A complimentary lunch will be provided to each visiting student.

Please arrive to pick up the student in the front of the school by 2:15 p.m.

In addition to being attentive and respectful, visitors are expected to adhere to the policies and procedures of Holy Name High School while on campus, including dress code. Shadowing students are asked to wear dress clothes and shoes. If the student attends a private school with a uniform, that may be worn. If not, boys should wear dress pants (blue, black, khaki, or gray) and a white button – down shirt with a tie. Girls should wear dress pants (blue, black, khaki, or gray) or a dress skirt with an appropriate blouse or sweater.

Please feel free to contact me with any specific questions about the shadowing program that you may have.

Cordially,

Edward McIntire
Director of Admissions
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