



THE STEWARD SCHOOL

CHARACTER REFERENCE LETTER REQUEST

The applicant should complete this form and then forward this request to the individual he or she has chosen to write a reference letter.

.....
Applicant's Name _____

Requested Individual's Name _____

Date _____
.....

I have applied for the Debbie Robson Merit Scholarship and/or merit grants at The Steward School for the upcoming school year. Please write a character reference on my behalf stating your name, how long you have known me, your affiliation with me, and two or more reasons why, in your opinion, I would be a good candidate for this scholarship or grant award.

Please address the letter to the Scholarship and Merit Grants Committee.

The reference letter should be mailed or emailed to Beth Farmer-Smith no later than January 31, 2020.

The Steward School

Attention: Beth Farmer-Smith
11600 Gayton Road
Richmond, VA 23238

Beth.FarmerSmith@stewardschool.org