

UCA HIGH SCHOOL
6745 Lenox Center Court, Suite 300
Memphis, TN 38115
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Name, Ed.D.
Principal
(555) 123-4567

Name
Director of Guidance
(555) 123-4567



Name
Assistant Principal
(555) 123-4567

Name
Assistant Principal
(555) 123-4567

January 11, 2020

To Whom It May Concern:

Please be advised that the current enrollment for UCA High School for the 2019-2020 school year is 1,820.

The Division in which we will be competing is the Small Varsity Division I. Should you need any further information, please do not hesitate to contact me.

Sincerely,

Name

Name
Director of Guidance