

Appendix G
Letter to Principals

Virginia Polytechnic Institute And State University

315 East Eggleston (0302),

Blacksburg,

VA, 24061

Tuesday, April 12, 2005

Dear ,

I am Myrna Ransome, a Ph.D. student in the department of Educational Research and Evaluation at Virginia Tech. I am writing to you based on permission granted by the superintendent of your school division to contact you to request negotiations for the collection of survey data from students at your school. The data collection process is under the supervision of my advisor, Dr. Kusum Singh.

Our proposed study is the work and school experiences of high school students (grades 9-12) and we are investigating whether part-time employment of high school students is related to school outcomes. Please let us know if you would like to meet with us to discuss the study. We would like to work with you, at your convenience, and with your permission, to collect data before the end of your school semester. We promise to collect the data with minimum disruption to your school's program.

We have written permission to conduct the study from the Institutional Review Board (IRB) at Virginia Tech. We believe the findings of the research would have practical and theoretical significance for the education of high school students and we would be happy to share the findings with school personnel in an executive summary.

I am very thankful for your willingness to work with us. I hope to hear from you soon. In the meantime, if you have any questions, please contact us at 540-231-9729.

Sincerely,

Myrna Ransome

Ph.D. student,

Virginia Tech