Email Communication to **Freshmen**: Sophomore Year Prep

**Subject Line**:

Looking forward to your sophomore year

**Copy**:

Dear **[First Name],**

Now that you have a year of high school under your belt, hopefully your comfort levels are up and stress levels are down. You’re no longer new to high school, but you’re also not an upperclassman yet.

Sophomore year is a great time for planning for your last two years of high school and taking those first steps toward college. To help you start planning for the future, take a look at [this sophomore planning guide](http://pages.act.org/rs/480-GCQ-034/images/sophomore-ebook.pdf?aliId=622511307). Inside you will find great tools, tips, and advice on how to stay future focused during this next school year.

If you have any further questions about this topic, please schedule a time to meet with me.

**[Signature]**

Email Communication to **Parents** of **Freshmen**: Sophomore Year Prep

**Subject Line**:

Help with sophomore year

**Copy**:

Dear **[First Name],**

Now that your child has a year of high school under their belt, hopefully their comfort levels are up and stress levels are down. Your child is not new to high school, but also not an upperclassman yet.

Sophomore is a great time for planning for the last two years in high school and taking those first steps toward college. To help your child start planning for the future, give them [this sophomore planning guide](http://pages.act.org/rs/480-GCQ-034/images/sophomore-ebook.pdf?aliId=622511307). Inside they will find great tools, tips, and advice on how to stay future focused during this next school year.

If you have any further questions about this topic, please don’t hesitate to contact me.

**[Signature]**