Email Communication to Your JUNIORS: College Applications

**Subject Line**:

Get a jump start on what’s to come

**Copy**:

Dear **[First Name],**

If you have friends who are seniors, you probably know how much time they’ve been pouring into their college applications. Most of them can probably tell you filling out applications can be time consuming and stressful.

My advice to make things easier: plan ahead.

There are a ton of tasks to complete during your senior year, and if you wait until the last minute to gather everything you need, you might miss a deadline or two.

To get a jump start on what’s to come, check out [this guide](http://pages.act.org/rs/480-GCQ-034/images/ACT_UltimateGuideApplying4College.pdf?) to help you make the coming “application season” more manageable, even exciting.

Also, know that as you progress through this next year, I’m here to help. Please let me know if you have any questions.

**[Signature]**

Email Communication to PARENTS of JUNIORS: College Applications

**Subject Line**:

Preparing for what’s to come

**Copy**:

Dear **[First Name],**

My seniors can attest to how time consuming and stressful filling out college applications can be. Most of them are going through this right now.

My advice for your junior: plan ahead.

There are countless things to accomplish during senior year, and if students wait until the last minute to gather their materials, they could miss a deadline or two.

To get a jump start on what’s to come, I suggest checking out [this guide](http://pages.act.org/rs/480-GCQ-034/images/ACT_UltimateGuideApplying4College.pdf?) that lets you and your child know what to prioritize this spring to make the coming “application season” more manageable, even exciting!

Please let me know if you have any questions.

**[Signature]**