Email Communication to SENIORS: Class of 2018 Resource Page

**Subject Line:**

Things you should consider doing

**Copy:**

[FIRST NAME],

You’re only a few months away from graduation. I know it’s an exciting but stressful time, so don’t lose focus.

I recommend setting aside an hour every week to keep planning for what’s ahead. During this time, review [these activities and use the planning tools](http://www.act.org/content/act/en/students-and-parents/class-of-2018.html). It will help you stay on the path to future success.

Please come see me if you have any questions.

 [YOUR SIGNATURE]

Email Communication to PARENTS of SENIORS: Class of 2018 Resource Page

**Subject Line:**

Things your child should consider doing

**Copy:**

Dear [FIRST NAME],

Your child is only a few months away from graduation. You know better than most that this is an exciting but stressful time, and it’s important to not lose focus.

You and your child are probably busy planning for what’s ahead, and I’m emailing today to offer help. Review [these activities and use the planning tools](http://www.act.org/content/act/en/students-and-parents/class-of-2018.html) if you get the chance. I’ve found that they’re incredibly helpful and can keep your child on the path to success.

Please let me know if you have any questions.

[YOUR SIGNATURE]