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To: Kushlis, Jennifer
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Happy Holidays!

When you gather with family and friends, seize the opportunity to tell the teens in your life that you want to help them go to college. It doesn't matter if you went to college or not. Teens need all of the support they can get, whether you're cheering them on or guiding them through the [steps to college](#).

Click [here](#) for more advice on talking to teens about this important subject.

Get Organized

While the teens in your life are home on break, help them [get their important documents together](#). We're not talking about birth certificates and social security cards – we're talking about the documents they'll need to fill out college applications.

These documents include:

- Copies of high school report cards
- List of high school awards and honors, including dates
- List of high school team and club memberships, and related leadership positions
- List of volunteer activities and work experience, and the skills learned at each

Advise your teen to put the documents into a folder marked “[KnowHow2GO](#)” and add to it throughout high school. Trust us, it'll come in very handy down the road!

Test Prep

The holidays are the perfect time for students (especially high school juniors) to plan their [testing schedule](#) for the spring. Taking the tests will keep them ahead of the college preparation process. Plus, it'll help them to learn their strengths and weaknesses – and, ideally, help them do better if they choose to take the tests again.

Below are upcoming SAT and ACT test dates. Before the students in your life sign up, urge them to check out the Web sites of the colleges and universities they're interested in. Look for their guidelines on which test to take.

Test	Registration Date	Test Date
SAT	December 26, 2008	January 24, 2009

	February 10, 2009	March 14, 2009
	March 31, 2009	May 2, 2009
	May 5, 2009	June 6, 2009
ACT	January 6, 2009	February 7, 2009
	February 27, 2009	April 4, 2009
	May 8, 2008	June 13, 2009

Younger students can get ready by clicking [here](#) and answering the SAT question of the day. Encourage them to bookmark this link!

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