

BFA-FAIRFAX SENIOR PACKET ~ Class of 2010

The information in this packet must be returned at least **2 weeks prior** to your first deadline. If you do not meet the deadline, there is no guarantee that it will be processed on time.

The packet includes:

- College Application Process (White)
- Senior Information Request (Blue)
- Parent Information Request (Green)
- Chart For College Information (White)
- Senior Year Calendar (White)
- Transcript Release Form (Yellow)
- Transcript Request Form (Pink)

You will need to ask individuals to write letters of recommendation for you. The writer will need at least two weeks notice, and you will need to supply him/her with a copy of your activity sheet and a copy of your transcript.

A generic letter, written “To Whom It May Concern” works well, as it can be sent out to any employer, college or scholarship. These should be given to Karen in Guidance, who will keep the original and mail copies to employers, colleges, and/or scholarships, at your request. When you give information to Karen, please speak with her; don’t just leave things on her desk.

**ALL FORMS ARE TO BE RETURNED
TO THE GUIDANCE OFFICE**