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January 20, 2006

«firstname» «LastName»
«MailStreetNum» «MailStreetName» «MailStreetSuffix» «MailAptNum»
«MailCity», «MailState» «MailZip»

Dear «firstname»,

I wish to personally congratulate you on your Early Assessment Program results and your exemption in English and conditional exemption in math. To be exempted from California State University (CSU) placement exams in the eleventh grade is an accomplishment of which to be proud. This program is designed to measure students' preparedness for college level courses and you are now one step closer to reaching your college and career goals.

Now that you are in your senior year, it is important that you work closely with your high school counselor to ensure that you are enrolled in the appropriate courses to complete your conditional exemption. If you have already applied to colleges, I encourage you and your parents or guardians to take advantage of the college campus tours and welcome programs they offer to help you decide which college to attend. Your high school counselor can also direct you to programs and resources to guide you on your college and career path. Additional resources are also available online at www.assist.org and www.collegesource.org.

I urge you to continue to strive for educational excellence. I also encourage you to seek or continue to participate in the extracurricular activities at your high school. These experiences will only strengthen the qualities and knowledge you will take to college this fall.

I wish you much success as you embark upon your future. If you or your parents have any questions, please contact your school counselor.

Sincerely,

Steven M. Ladd, Ed.D.
Superintendent