* **Create a Professional Email**
  + **Preferably a Gmail with a combination of first name and last name, something that you can use going forward with jobs, schools, careers.**
  + **You can use the drive portion of Gmail during senior year for scholarships, documents, ext.**
* **Create a Parchment.com Account**
  + **Parchment is how you will send your high school transcripts to different colleges and programs**
  + **Parchment also has a feature to help you discover different schools that you may want to look into**
  + **Place a Parchment order when you would like Hazel Park to send your high school transcripts for admissions purposes**
* **Create a Google Document for important usernames, emails and passwords!** 
  + **There will be a lot of different emails, usernames, ID #’s, and passwords over the next year, stay organized and create a document that you can refer to!**
* **Locate your CollegeBoard.org Information**
  + **Go to Collegeboard.org and click on forgot username,** 
    - **If you attended HPJH you will use your Hazel Park email to find your username and reset your password.**
    - **If you attended another middle school, type in your email you would have had at that time and reset**
    - **If you have never created an account, you will sign up for an account.**
  + **If you are having difficulties, call the number below and they will assist with your account information!**
    - **866-315-6068**
* **Very important login information can also go in the notes section of your phone!**