

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

[Guidance Counselor's Name]
[School Name]
[School Address]
[City, State, Zip Code]

Dear [Guidance Counselor's Name],
I hope this letter finds you well. I am writing to seek your guidance regarding my college application process as I prepare to take the next step in my academic journey.

As a [your current grade level, e.g., senior] at [School Name], I am eager to explore my college options and would greatly appreciate your insights on [specific areas you need help with, such as choosing colleges, financial aid, or application strategies].

I would love the opportunity to schedule a meeting with you to discuss my interests and how I can strengthen my application. Please let me know your available times.

Thank you for your support and guidance. I look forward to hearing from you soon.

Sincerely,

[Your Name]

[Your Student ID (if applicable)]