

# Guidance Counselor Assignment

Date: [Insert Date]

Dear [Learner's Name],

I hope this letter finds you in great spirits. As your guidance counselor, I am here to support you in your academic and personal development throughout this school year.

Based on our previous discussions and your interests, I am assigning you the following tasks:

- Set academic goals for the semester.
- Explore potential career paths related to your interests.
- Participate in at least one extracurricular activity.
- Schedule a follow-up meeting to discuss your progress.

Please feel free to reach out to me if you have any questions or need assistance with any of the above tasks. Remember, I am here to help you succeed!

Best Regards,

[Your Name]

[Your Title]

[School Name]

[Contact Information]