

# INSTRUCTIONS FOR ACCESSING THE COLLEGE COUNSELING HANDBOOK

## Milton Academy, Class of 2024

### For Students:

→ Log in to your myMilton (where you access attendance and course registration) and follow the link to the College Counseling Handbook.

### For Parents:

→ Go to [www.milton.edu](http://www.milton.edu) → Parents → myMilton (the same place you access grades and comments for your student).

→ Log in to myMilton (if you don't remember your log-in information, there is a help link available there).

→ Once you are logged in, go to myStudent → College Info. and follow the link to the College Counseling Handbook. (See illustration below.)

The screenshot shows the myMilton website interface. At the top left is the Milton Academy logo with the text "MILTON ACADEMY • 1798" and "MILTON • MASSACHUSETTS". To the right of the logo is the text "myMilton a milton academy resource center". In the top right corner, there is a "log out" link. Below the header is a navigation menu with the following items: Home, my info, my student, enrollment, and directory. The main content area is divided into two sections: "myMilton" and "parent:". Under the "parent:" section, there is a link titled "College Counseling Documents:" which points to "College Counseling Handbook for Class of 2024 parents and students". At the bottom of the page, there is a "privacy policy" link. The footer contains the copyright information: "© Copyright 2017 Milton Academy - All Rights Reserved - 170 Centre Street, Milton, MA 02186 - 617.898.1798".

If you need any assistance accessing the College Counseling Handbook online, please call Sandi Dunnington in the College Counseling Office at 617-898-2310.