



UNITED STATES DEPARTMENT OF EDUCATION  
OFFICE OF POSTSECONDARY EDUCATION

DATE : AUG 25 2006

TO : Rachel F. Potter  
Office of Information and Regulatory Affairs  
Office of Management and Budget

THROUGH : Joe Schubart  
Regulatory Information Management Services

FROM : Larry Oxendine  
Director  
Federal TRIO Programs

SUBJECT : Request for Approval: Submission of OMB Clearance Package for  
the Student Support Services Program Annual Performance Report  
Form (OMB 1840-0525)

The Student Support Services (SSS) program annual performance report (APR) form expires on January 31, 2008. Rather than requesting changes in the currently approved form, we are seeking approval of revisions to the form to coincide with the program's funding cycles. For most of the projects funded under the SSS program, 2005-2006 is the beginning of a new four-year grant cycle. Making revisions to the document at this time will permit us to collect data reflective of the changes we made under the fiscal year (FY) 2005 program competition for measuring program outcomes.

Under the FY 05 competition, we required all applicants to include core objectives for persistence, good academic standing and graduation. We also informed the applicants that the objectives for persistence and graduation must be measured based upon cohorts and we provided the measurement period for two- and four-year institutions. Revisions to the currently approved collection form would allow us not only to improve the quality of the data collected and incorporate recommendations from grantees, but would also allow us to use the APR data to standardize the process for calculating prior experience points.

The attached Form OMB 83-1 and supporting statement are being submitted as required.

Please review the attached information package at your earliest convenience. For additional information, please contact Deborah Walsh at (202) 502-7694 or by email at [Deborah.Walsh@ed.gov](mailto:Deborah.Walsh@ed.gov).

Attachments

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TOTAL P.002