

**Date**

OMB No.: 1840-0595  
Expires : 12/31/20\_\_

SUMMARY: This letter is to notify each State of the requirement to submit teacher shortage area proposals for the 20\_\_-20\_\_ and/or 20\_\_-20\_\_ school years for designation by the U.S. Department of Education.

Dear Chief State School Officer:

This letter gives notice of the closing date for receipt of State-proposed teacher shortage areas for designation by the Department of Education for the 20\_\_-20\_\_ and/or 20\_\_-20\_\_ school years. A State that desires to propose teacher shortage areas for designation must submit the information required under the program regulations for the following programs:

- Targeted teacher deferment for borrowers under the Family Federal Education Loan (FFEL) and Federal Supplemental Loans for Students (SLS) programs (34 CFR 682.210(q));
- Full-time teaching in fields of expertise, cancellation of up to 100% of their debt under the Federal Perkins Loan Program (34 CFR 674.53(c)); and
- Reduction of the teaching obligation for scholars under the Paul Douglas Teacher Scholarship Program (34 CFR 653.50(a)).

We should receive your 20\_\_-20\_\_ and/or 20\_\_-20\_\_ proposed teacher shortage areas by **December** \_\_, **20**\_\_ so that we may designate teacher shortage areas for your state for the 20\_\_-20\_\_ and/or 20\_\_-20\_\_ school years. If your State does not submit the required written documentation proposing teacher shortage areas, FFEL/SLS and Federal Perkins Loan borrowers and Douglas scholars who teach in your state may not receive Federal program benefits to which they may be entitled.

We are enclosing with this letter a Proposed Teacher Shortage Area Submission Checklist that itemizes the information that you must submit to the Department so that the appropriate teacher shortage areas may be designated in your state. To speed processing of your proposal, please ensure that each item on the checklist is addressed and that all assurances are clearly stated. If your state chooses not

to propose Teacher Shortage Areas, please send a letter noting the applicable school years for which areas are not being designated.

Enclosed is a copy of the following final regulations published in the Federal Register:

- The December 18, 1992 (34 CFR Part 682), regulations regarding the targeted teacher deferment for borrowers under the FFEL and Supplemental Loans for Students (SLS) programs and the reduction of the teaching obligation for scholars under the Paul Douglas Teacher Scholarship Program; and
- The November 30, 1994 (34 CFR Part 674), regulations regarding the cancellations for full-time teaching in fields of expertise for borrowers under the Federal Perkins Loan Program.

Please refer to these regulations, in addition to the enclosed checklist, for assistance in preparing your teacher shortage area proposals.

Proposals sent by regular U.S. mail or special delivery services should be addressed to:

Mary A. Miller  
Policy & Budget Development Staff, PPI  
Office of Postsecondary Education  
U.S. Department of Education  
1990 K Street, NW, Room 8066  
Washington, DC 20006-8542

Hand delivered proposals will be accepted at the above address between 8:00 a.m. and 4:00 p.m. daily (Eastern Standard Time), except Saturdays, Sundays, and Federal holidays.

The time required to complete this information collection is estimated to average 80 hours per response, including the time to review instructions, search existing data resources, gather and maintain the data needed, and complete the review of the information collection. If you have any comments concerning the accuracy of the time estimate(s) or suggestions for improving this form, please write to: U.S. Department of Education, Washington, DC 20202-4651.

A copy of the Teacher Shortage Areas Nationwide Listing 1990-1991 thru 2006-2007 published in April 2007 may be found at the following web site:

<http://www.ed.gov/about/offices/list/ope/pol/tsa.html>

If you have comments or concerns regarding the status of your individual submission or other questions, write directly to the program manager at the address above. If you prefer, Mary Miller can also be reached by phone ((202) 502-7824) or via e-mail at [mary.miller@ed.gov](mailto:mary.miller@ed.gov).

Sincerely,

David A. Bergeron  
Director  
Policy & Budget Development Staff

Enclosures

- A Proposed Teacher Shortage Area Designation Submission Checklist
- B Final Regulations published in the Federal Register on December 18, 1992 (34 CFR Part 682)
- C Final Rule published in the Federal Register on November 30, 1994 (34 CFR Part 374)