

**APPENDIX H**

**COVER LETTER FOR THE INDUCTION  
ACTIVITIES TEACHER  
QUESTIONNAIRE**

COVER LETTER FOR INDUCTION ACTIVITIES QUESTIONNAIRE

[DATE]

[MPR ID]

Dear [Teacher's name]:

Thank you very much for participating in the National Evaluation of Teacher Induction Programs, sponsored by the U.S. Department of Education, Institute of Education Sciences. I hope you agree with me that it is vitally important to conduct this evaluation to better understand what contributes to the preparation, support, and retention of new teachers.

As part of the evaluation, we are conducting a survey of teachers to give us a picture of how teachers differ in the nature and extent of induction activities provided during their first year of teaching. We will use the information collected to analyze the impact of teacher induction programs. Enclosed is the Induction Activities Teacher Questionnaire we would like you to complete. It should take you about 20 minutes. **The information you provide through this survey will be kept strictly confidential. Responses will not be identified by individual or by school.**

Please return your completed Induction Activities Questionnaire in the next two weeks using the enclosed postage paid business reply envelope. We will mail you a check for \$20 as a thank you for your continued participation. If you have any questions or concerns about the study or the survey, please do not hesitate to call me at 609-275-2294 or email me at [PNemeth@mathematica-mpr.com](mailto:PNemeth@mathematica-mpr.com). Thanks again for your cooperation and support of this important research study.

Sincerely,

Attachments: