

## Appendix D

### REGISTRATION LETTER

Dear NIEA Member,

Welcome! We are glad you are here and look forward to meeting you at the NCES Focus Group Session which will be held at [INSERT Day, Date, Time, Duration, and Location].

As you know, the focus group you are attending will be a discussion of [INSERT the *National Indian Education Study 2009 - Part I: Performance of American Indian and Alaska Native Students at Grades 4 and 8 on NAEP 2009 Reading and Mathematics Assessments* OR the *National Indian Education Study 2009 - Part II: The Educational Experiences of American Indian and Alaska Native Students in Grades 4 and 8 Statistical Analysis Report*]. We have enclosed a copy of this report for you to review prior to the focus group session. As was mentioned in previous correspondence, in preparation for your participation in the focus group discussion, we have asked that you take approximately 60 minutes to review the report to familiarize yourself with its content. Please keep in mind that we do not expect you to spend any more than 60 minutes reviewing this report.

Also enclosed is the Focus Group Informed Consent Form. We ask that you review this form and bring it with you to the focus group session. You will have an opportunity to ask any questions concerning privacy and confidentiality before signing the form.

Thank you and we look forward to meeting you.

Sincerely,

Kauffman & Associates