



U.S. DEPARTMENT OF EDUCATION  
INSTITUTE OF EDUCATION SCIENCES

NATIONAL CENTER FOR EDUCATION STATISTICS

October XX, 2009

Dear [CITY] Household:

I am writing to request that a member of your household complete a brief questionnaire. I have written twice previously, but unfortunately we have not yet received your completed questionnaire.

We have mailed this third questionnaire using rush delivery because of the importance of your response.

As mentioned in earlier letters, this short questionnaire is the first step in a study that provides valuable information that is used to improve education for people of all ages – information that is not available anywhere else. The results will help policymakers, researchers, and educators understand the educational needs of our nation. Your household was selected to represent thousands of households like yours and every type of household in America needs to be included in the survey.

Please fill out the enclosed survey and mail it back in the postage paid envelope **as soon as possible**.

- It should only take about 5 minutes or less to fill out this survey.

If you have questions or need assistance, Westat (the research company doing this survey for us) will be happy to help and can be reached by telephone at 1-888-880-3033. You can find more information about this study online at [www.nhessurvey.org](http://www.nhessurvey.org). Thank you.

Sincerely,

Stuart Kerachsky  
Acting Commissioner  
National Center for Education Statistics

Enclosure

Section 9543, 20 of the U.S. Code authorizes the National Center for Education Statistics to conduct this survey. Your responses are voluntary and will be used for statistical purposes only and may not be disclosed, or used, in identifiable form for any other purpose except as required by law [Education Sciences Reform Act of 2002 (ESRA 2002) Public Law Section 9573, 20 U.S. Code].