



U.S. DEPARTMENT OF EDUCATION
INSTITUTE OF EDUCATION SCIENCES

NATIONAL CENTER FOR EDUCATION STATISTICS

September XX, 2009

Dear [CITY] Household:

In early September, we mailed a survey to your address and asked that a member of your household complete and return the questionnaire. We have not yet received your response.

We are writing again because your household's response is important in ensuring that the U.S. Department of Education obtains accurate results about the educational experiences of children and youths.

As mentioned in our previous letter, this short questionnaire is the first step in a study that provides vital information that is used to improve education for people of all ages - information that is not available anywhere else. Your responses are voluntary. However, the results will help policymakers, researchers, and educators understand the educational needs of our diverse population in changing times. 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. The information you provide 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) (Section 9573, 20 U.S. Code)]. Your responses will be combined with those of others to produce statistics about all American's educational experience.

- It should only take about 5 minutes or less to fill out these initial questions, and only a few seconds if no one in your household is age 20 or younger.
- If your household does not include anyone age 20 or younger, answer the first question in the enclosed form and return it in the envelope that is provided.

Section 9543, 20 of the U.S. Code authorizes the National Center for Education Statistics to conduct 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. Thank you.

Sincerely,



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Stuart Kerachsky
Acting Commissioner
National Center for Education Statistics