Nov. 2, 2006

NOTE TO RACHEL POTTER, OMB ED Desk Officer

SUBJECT: Change Worksheet for Student Aid Internet Gateway (SAIG) Enrollment Form

Enclosed is the package of materials for clearing the changes to the SAIG Enrollment Form (web-based and paper versions) for the 2007-2008 processing cycle and obtaining approval for changes to the form. The package contains the following materials:

- OMB-83-C Form
- 83C Detailed Changes document for the 2007-2008 SAIG Enrollment Form, including *"changes"* documents for the SAIG agencies enrollment form and SAIG institutions enrollment form.
- SAIG Enrollment Web Site **(screen shots of current web site; with changes to the site for the 2006-2007 processing cycle)**
- SAIG Enrollment Form **(paper version of current enrollment form to be completed by institutions; with changes highlighted on the form for the 2007-2008 processing cycle)**
- SAIG Enrollment Form **(paper version of current enrollment form to be completed by agencies; with changes to the form for the 2007-2008 processing cycle)**

The objective is to obtain approval for changes to the form for the upcoming cycle. The current forms (OMB No: 1845-0002) will expire 12/31/2007. ***The paper version will only be used if requested by the customer.*** The forms must be accessible to the public soon so that (1) new institutions can enroll in SAIG and be able to transmit and receive information from the Title IV application systems beginning January 1, 2007; and (2) existing institutions can change their Destination Point Administrators and/or their demographic information, and (3) add or delete services. ED is requesting OMB approval of this 83C changes by November 16, 2006.

If you have any questions about the attached material, please contact Eleanor Marrero, 215-656-5967.