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Institution

The institution data collection materials contained in this appendix will be distributed into three mailings as described below.

Mailing 1: Chief Administrative Officer

(1) Chief Administrative Officer Letter

(2) Brochure

A copy of the NPSAS:08 brochure has been included in this appendix as an example of the previous design and layout. A word document of the NPSAS:12 brochure text has been included to denote the new text that will be included in the full-scale brochure.

(3) Timeline

(4) Designate a Coordinator Form

The Designate a Coordinator Form will not be sent to chief administrators in their initial mailing, but they will be asked in this mailing to go online to complete this web form.

Mailing 2: First Institutional Coordinator

(1) First institutional coordinator letter

(2) Brochure

(3) Timeline

(4) Institutional Registration Page

The Institutional Registration Page (IRP) will not be sent to institutional contactors in their first or second mailing, but they will be asked in their mailings to go online to complete this short online questionnaire.

Mailing 3: Second Institutional Coordinator

(1) Second institutional coordinator letter

(2) Brochure

- (3) Timeline
- (4) Institutional Registration Page

Chief Administrative Officer Letter

NPSAS
Endorsed by

American Association of Collegiate Registrars and Admissions Officers
 American Association of Community Colleges
 American Association of State Colleges and Universities
 American Council on Education
 Association for Institutional Research
 Association of American Colleges and Universities
 Association of Catholic Colleges and Universities
 Association of Public and Land-grant Universities
 Association of Private Sector Colleges and Universities
 Association of Schools of Allied Health Professions
 The Carnegie Foundation for the Advancement of Teaching
 The College Board
 Council of Graduate Schools
 The Council of Independent Colleges
 Hispanic Association of Colleges and Universities
 Midwestern Higher Education Compact
 National Accrediting Commission of Cosmetology Arts and Sciences
 National Association of College and University Business Officers
 National Association for Equal Opportunity in Higher Education
 National Association of Independent Colleges and Universities
 National Association of Student Financial Aid Administrators
 New England Board of Higher Education
 Southern Regional Education Board
 State Higher Education Executive Officers
 The United Negro College Fund
 Western Interstate Commission for Higher Education

September 27, 2011

(Salutation) (FirstName) (LastName)
 (UnitID)
 (Title)
 (Password)
 (Institution)
 (Address)
 (City), (State) (Zip)

Your IPEDS UNITID:

Your password:

Dear (Salutation) (LastName):

(Institution) has been selected to participate in the 2011-12 National Postsecondary Student Aid Study (NPSAS:12). The 2008 Higher Education Opportunities Act (20 U.S.C. § 1015) mandates that the Department of Education's National Center for Education Statistics (NCES) periodically gather information from postsecondary institutions on how students and their families finance postsecondary education. To meet this requirement, NCES has collected information from postsecondary students and institutions through NPSAS since 1987. NPSAS:12 is being conducted for NCES by RTI International, a not-for-profit research organization.

I am writing to request that you designate a NPSAS coordinator who will be asked to send a data file of students enrolled at your institution in 2011-12. RTI will select a small sample from your list of students to participate in the study. The Coordinator will then be asked to provide information on the enrollment status, demographic characteristics, and financial assistance for each sampled student. At the same time, the sampled students will be asked to complete a web-based questionnaire.

At your earliest convenience, please complete the NPSAS Designate a Coordinator form at the NPSAS website. The website address and your IPEDS UNITID and password required to enter the site are located at the end of this letter.

The enclosed brochure describes our data collection process and provides a summary description of the laws and procedures safeguarding the confidentiality of all data collected. Any responses that relate to or describe identifiable characteristics of individuals may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose, unless otherwise compelled by law (20 U.S.C. § 9573). Additional information, including reports based on data from previous NPSAS studies, is available on the NPSAS website at <https://surveys.nces.ed.gov/NPSASschool>.

We are aware that you and the staff at your institution are confronted with many competing demands for your time. Therefore, we are providing you—and your designated coordinator—with this advance notice of the study to allow adequate time to plan for data collection and, if needed, to contact us for more information prior to the start of student list collection in January 2012.

If you have any questions about the study or the data collection process, please contact the RTI Project Coordinator, Brian Kuhr, at 1-888-NPSAS411 (1-888-677-2741) or via e-mail at NPSASschool@rti.org. You may also direct questions to the NCES Project Officer, Tracy Hunt-White, Ph.D. at 1-202-502-7438 or at Tracy.Hunt-White@ed.gov.

We look forward to your participation in this important study. Thank you for your cooperation and prompt completion of the NPSAS *Designate a Coordinator* form.

Sincerely,



Jack Buckley, Ph.D.
Commissioner
National Center for Education Statistics

Enclosures

Please complete the NPSAS *Designate a Coordinator* form at

<https://surveys.nces.ed.gov/NPSASschool>

Your IPEDS UNITID: (UnitID)
Your password: (Password)

Field Test Brochure

D-8

For assistance with NPSAS:12, please contact the help desk or visit the study website:

NPSAS:12 Help Desk
888-NPSAS411
(888-677-2741)

<https://surveys.nces.ed.gov/NPSASschool/>

If you have questions or concerns about NPSAS:12, you may contact the following:

RTI International
Brian Kuhn
NPSAS:12 Project Coordinator
312-456-5263
NPSASchool@rti.org

John Riccobono, PhD
Project Director, NPSAS
919-541-7006
jar@rti.org

National Center for Education Statistics
Tracy Hunt-White, PhD
NCES Project Officer, NPSAS
202-502-7438
Tracy.Hunt-White@ed.gov

September 2010



Sponsored by
U.S. Department of Education
National Center for Education Statistics
Washington, DC
<http://nces.ed.gov>

2011-12 National Postsecondary Student Aid Study Field Test



ies NATIONAL CENTER FOR
EDUCATION STATISTICS
Institute of Education Sciences

NCES 2010-916

About the Study

The affordability of education after high school is a vital concern for students and their families. That is why the information gathered by the 2011-12 National Postsecondary Student Aid Study (NPSAS:12) is so important. This study explores how families with varying resources are able to pay for postsecondary education and provides comprehensive data on the enrollment status, education goals, employment, and demographic characteristics of aided and nonaided students continuing their education after high school.

NCES is authorized by federal law to collect, collate, analyze, and report complete statistics on the condition of education in the United States and other nations. As part of its mandate, NCES periodically conducts NPSAS, the only comprehensive, nationally representative survey of student financial aid. No other single national database contains student-level records for students receiving aid from the numerous and disparate programs funded by the federal government, the states, postsecondary institutions, employers, and private organizations.

The purpose of NPSAS is to compile a comprehensive research dataset containing information about the full range of student financial aid programs, together with demographic and enrollment data. The study provides vital information about the affordability of postsecondary education and the effectiveness of existing financial aid programs that will inform public policy at all levels. NPSAS not only includes students enrolled at public and private not-for-profit, 2- and 4-year postsecondary institutions, it also includes those postsecondary institutions that are less-than-2-year and are private for-profit.

NPSAS is the primary source of data used by the agencies of the federal government and higher education associations to analyze the effectiveness of current federal student financial aid programs and to estimate the cost and impact of proposed changes in federal legislation.

NPSAS provides the only national student-level database. It is one of the most important sources used by the Congressional Budget Office (CBO), the Government Accountability Office (GAO), the Office of Management and Budget (OMB), the U.S. Department of Education, the American Council on Education (ACE), The College Board, the National Association of Independent Colleges and Universities (NAICU), and many others to prepare the reports that influence the direction of federal student aid policies.

The NPSAS:12 field test begins in Fall 2010. The purpose of the field test is to evaluate survey instruments and procedures that will be used in the full-scale study. Your institution's participation is crucial to the overall success of the study.

NPSAS:12 Endorsements

American Association of Collegiate Registrars and Admissions Officers
American Association of Community Colleges
American Association of State Colleges and Universities
American Council on Education
Association for Institutional Research
Association of American Colleges and Universities
Association of Catholic Colleges and Universities
Association of Public and Land-grant Universities
Association of Schools of Allied Health Professions
Career College Association
The Carnegie Foundation for the Advancement of Teaching
The College Board
Council of Graduate Schools
The Council of Independent Colleges
Hispanic Association of Colleges and Universities
Midwestern Higher Education Compact
National Accrediting Commission of Cosmetology Arts and Sciences
National Association for Equal Opportunity in Higher Education
National Association of College and University Business Officers
National Association of Independent Colleges and Universities
National Association of Student Financial Aid Administrators
New England Board of Higher Education
Southern Regional Education Board
State Higher Education Executive Officers
The United Negro College Fund
Western Interstate Commission for Higher Education



Information Collected and Research Topics Covered

NPSAS data provide information on the cost of postsecondary education, the distribution of financial aid, and the characteristics of both aided and non-aided students and their families. Some of the basic research topics that are explored using the data include the following:

- demographic characteristics (age, race/ethnicity, family income) of students attending different types of institutions, by full-time and part-time enrollment status;
- percentage of students who receive different types of financial aid (grants, loans, work-study programs) and the average amounts received, by type of institution attended and student characteristics;
- sources (federal, state, institutional, private) of the grants and loans received, by different types of students at different types of institutions;
- distribution of need-based and merit-based grants and scholarships, by family income;
- ratio of grant-to-loan amounts in student financial aid packages; and
- average amounts of grants and loans received in relation to the average tuition and fees charged, and the average cost of attendance (student budgets).

Additionally, the student interview collects information that is generally not available from any other source at the national level, including data on the following:

- private (alternative) loan amounts;
- cumulative student loan debt amounts at each class level;
- employer tuition reimbursement amounts;
- average earnings and hours per week that students work while they are enrolled;
- types of parental financial support received, including help with credit card and student loan debt;
- parental education levels;

- family income of students who do not apply for financial aid;
- student degree goals and purpose for enrolling; and
- student persistence in and completion of postsecondary education.

How Will the Study Be Conducted?

The NPSAS:12 field test will sample about 300 institutions that will be asked to provide lists of enrolled students. About 4,500 postsecondary students will be randomly selected from these lists to participate in the study. NPSAS:12 is being conducted for the National Center for Education Statistics (NCES) by RTI International, a not-for-profit research organization.

The study will consist of the following stages:

Fall 2010

- Beginning in September 2010, the chief administrative officer (CAO) at each institution will be asked to designate a NPSAS institutional coordinator to work with RTI.
- Beginning in October 2010, RTI will contact the coordinator to clarify the tasks, timeline, and responsibilities. The coordinator will be asked to complete a brief registration page at <https://surveys.nces.ed.gov/NPSASschool/> that requests the start and end dates of the term containing April 30, 2011, and provides additional information on subsequent steps.

Winter 2010-11

- Beginning in January 2011, the institutional coordinator for each of the approximately 300 institutions participating in the field test will send RTI a list of eligible students enrolled at the institution. The list of students will include contact and basic demographic information for students enrolled at the institution during any term that includes July 1, 2010 through April 30, 2011 (March 31, 2011 for schools with continuous enrollment).
- Beginning in mid-February 2011, RTI will select samples of students on a flow basis from each enrollment list received.

RTI International is a trade name of Research Triangle Institute.

Spring 2011

- Beginning in March 2011 and continuing through June 2011, the institutional coordinator or other designated staff will provide student record information (e.g., enrollment status, major, aid package received) for those students sampled at the institution through a web interface over the secure NPSAS website—either by data entry, uploading an electronic data file, or a combination of both. If needed, RTI will send someone to assist with student records abstraction.

The user-friendly web interface for data entry and file upload has been developed to minimize the burden on institutional staff in providing student record data.

- Beginning in March 2011 and continuing through June 2011, sampled students will be asked to complete a web-based or telephone interview.

Confidentiality of Data

NPSAS:12 is conducted under the authority of the Higher Education Opportunities Act of 2008 (HEOA) (20 U.S.C. § 1015) and the Education Sciences Reform Act of 2002 (ESRA) (20 U.S.C. § 9512), which authorize NCES, within the U.S. Department of Education's Institute of Education Sciences, to collect and disseminate information about education in the United States. Collection is most often done through surveys.

NCES is required to follow strict procedures to protect the confidentiality of persons in the collection, reporting, and publication of data. Any individually identifiable information supplied by individuals or institutions to a federal agency may be used only for statistical purposes and may not be disclosed or used in identifiable form for any other purpose, unless otherwise compelled by law (20 U.S.C. § 9573).

Authority to Collect Data Under the Family Educational Rights and Privacy Act

The Family Educational Rights and Privacy Act of 1974 (FERPA) (20 U.S.C. § 1232g) allows for the release of institutional record information to the Secretary of Education or the secretary's agent without prior consent of study members (20 U.S.C. § 1232g[b][3]). RTI, as the contractor for NCES, has been given the authority to collect information from institutional records under the provisions of HEOA.

Protection of Electronic Files

All electronic files from institution records and student interviews will be carefully protected. Computer accounts used to access data will be password protected with multilevel access controls to ensure that only authorized individuals are allowed access to confidential data. For the web-based data collection, proven methods of protection for online sessions and data security over the Internet will be used. Secure Sockets Layer (SSL) protocol will be used to encrypt the data. All data entry modules on this site will be password protected, which will require the user to log in to the site before accessing confidential data. The system will automatically log the user out after 30 minutes of inactivity to prevent unauthorized user access to the site.

Protection of Paper Records

All paper records will be maintained in locked storage cabinets. A unique study identification variable (not the Social Security number or the school ID) will be created and maintained for each study member to protect against disclosure of confidential data.

Preparation of Data for Public Release

Any data released to the general public (e.g., statistical tables) will be designed so that it will not be possible to identify specific individuals.

Penalties for Disclosure of Confidential Data

All personnel with access to individual data will be required to sign a confidentiality agreement and an affidavit of nondisclosure. Anyone who violates the confidentiality provisions of the act when using the data shall be found guilty of a Class E felony and can be imprisoned for up to 5 years, and/or fined up to \$250,000.



Full-scale Brochure Text

COVER:

2011-12 National Postsecondary Student Aid Study

NPSAS

2011-12

IES logo/National Center for Education Statistics
Institute of Education Statistics

NCES Publication Number

Information Collected and Research Topics Covered

National Postsecondary Student Aid Study (NPSAS)

NPSAS data provide information on the cost of postsecondary education, the distribution of financial aid, and the characteristics of both aided and non-aided students and their families. Some of the basic research topics that are explored using the data include the following:

- demographic characteristics (age, race/ethnicity, family income) of students attending different types of institutions, by full-time and part-time enrollment status;
- percentage of students who receive different types of financial aid (grants, loans, work-study programs) and the average amounts received, by type of institution attended and student characteristics;
- sources (federal, state, institutional, private) of the grants and loans received, by different types of students at different types of institutions;
- distribution of need-based and merit-based grants and scholarships, by family income;
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- parental education levels;
- family income of students who do not apply for financial aid;
- student degree goals and purpose for enrolling; and

- student persistence in and completion of postsecondary education.

How Will the Study Be Conducted?

The NPSAS:12 field test will sample approximately 1,700 institutions that will be asked to provide lists of enrolled students. About 120,000 postsecondary students will be randomly selected from these lists to participate in the study. NPSAS:12 is being conducted for the National Center for Education Statistics (NCES) by RTI International, a not-for-profit research organization.

The study will consist of the following stages:

Fall 2011

- Beginning in September 2011, the chief administrative officer (CAO) at each institution will be asked to designate a NPSAS institutional coordinator to work with RTI.
- Beginning in October 2011, RTI will contact the coordinator to clarify the tasks, timeline, and responsibilities. The coordinator will be asked to complete a brief registration page at <https://surveys.nces.ed.gov/NPSASschool/> that requests the start and end dates of the term containing April 30, 2012 and provides additional information on subsequent steps.

Winter 2011/12

- Beginning in January 2012, the institutional coordinator for each of the approximately 1,700 institutions participating in NPSAS:12 will send RTI a list of eligible students enrolled at their institution. The list of students will include contact and basic demographic information for students enrolled at the institution during any term that includes July 1, 2011 through April 30, 2012.
- Beginning in mid-February 2012, RTI will select samples of students on a flow basis from each enrollment list received.

Spring 2012

- Beginning in March 2012 and continuing through June 2012, the coordinator or other designated staff will provide student record information (e.g., enrollment status, major, aid package received) for those students sampled at the institution through a web interface over the secure NPSAS website—either by data entry, uploading an electronic data file, or a combination of both.

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Association for Institutional Research
Association of American Colleges and Universities
Association of Catholic Colleges and Universities
Association of Private Sector Colleges and Universities
Association of Public and Land-grant Universities
Association of Schools of Allied Health Professions
The Carnegie Foundation for the Advancement of Teaching
The College Board
Council of Graduate Schools
The Council of Independent Colleges
Hispanic Association of Colleges and Universities
Midwestern Higher Education Compact
National Accrediting Commission of Cosmetology Arts and Sciences
National Association of College and University Business Officers
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State Higher Education Executive Officers
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About the Study

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**2011-12 National Postsecondary Student Aid Study
(NPSAS:12)**

For assistance with NPSAS:12, please contact the help desk at this number:

NPSAS:12 Help Desk
1-888-NPSAS411
(1-888-677-2741)

<https://surveys.nces.ed.gov/NPSASschool/>

**If you have questions or concerns about NPSAS:12,
you may contact the following;**

Brian Kuhr
Project Coordinator, NPSAS
NPSASschool@rti.org

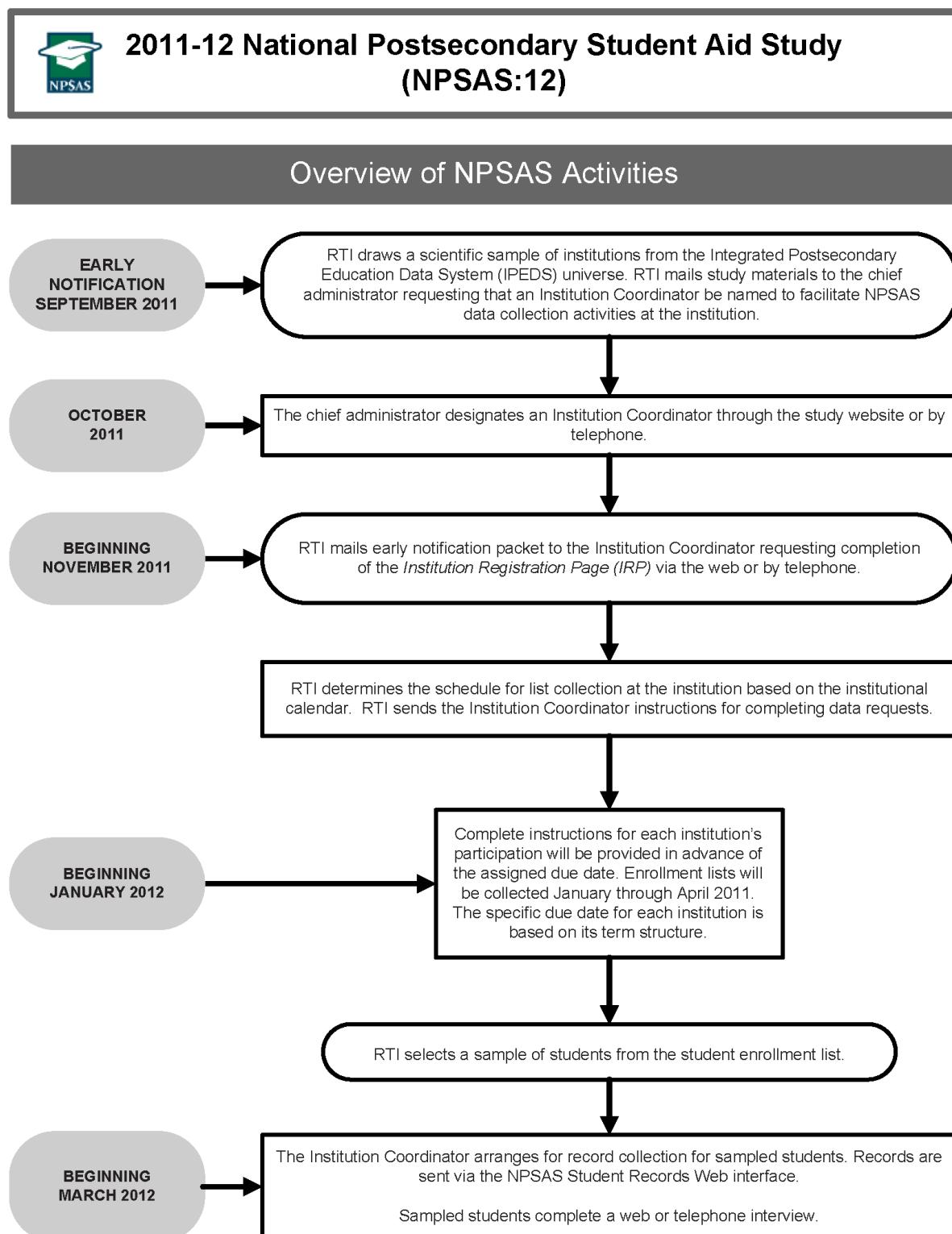
Jennifer Wine, Ph.D. Project Director, NPSAS
jennifer@rti.org
1-888-NPSAS411 (1-888-677-2741)

National Center for Education Statistics

Tracy Hunt-White, Ph.D.
NCES Project Officer, NPSAS
Tracy.Hunt-White@ed.gov
(202) 502-7438

September 2010(NCES logo)
Sponsored by:
U.S. Department of Education
National Center for Education Statistics
Washington, DC
<http://nces.ed.gov>

Timeline



Designate a Coordinator Form



National Postsecondary Student Aid Study
OMB Clearance No.: 1850-0666 Exp. Date: 1/31/2010



NATIONAL CENTER FOR
EDUCATION STATISTICS
Institute of Education Sciences

[Home](#)
[About NPSAS](#)
[Early Contact](#)
[Endorsements](#)
[FAQs](#)
[Forms/Instructions](#)
[Legal Authority](#)
[Contact Us](#) [Help](#) [Logout](#)

Designate a Coordinator

Please verify the information below and make any corrections as needed.
Please note that we need a "FEDEX-friendly" address -- no PO Box addresses, please!

Chief Administrator

Salutation

Name

Title

School !

Address !

Address Line 2

City !

State !

Zip !

Telephone ext:

Fax ext:

Email Address

Primary Coordinator

Salutation

Name

Title

Address

Address Line 2

City

State

Zip

Telephone ext:

Fax ext:

Email Address

National Center for Education Statistics, Institute of Education Sciences
U.S. Department of Education
1990 K Street, NW, Washington, DC 20006 USA

First Institutional Coordinator Letter

**NPSAS
Endorsed by**

American Association of Collegiate Registrars and Admissions Officers
 American Association of Community Colleges
 American Association of State Colleges and Universities
 American Council on Education
 Association for Institutional Research
 Association of American Colleges and Universities
 Association of Catholic Colleges and Universities
 Association of Private Sector Colleges and Universities
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 Association of Schools of Allied Health Professions
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 National Association of Independent Colleges and Universities
 National Association of Student Financial Aid Administrators
 New England Board of Higher Education
 Southern Regional Education Board
 State Higher Education Executive Officers
 The United Negro College Fund
 Western Interstate Commission for Higher Education

November 15, 2010

(Salutation) (FirstName) (LastName) Your IPEDS
 UNITID: (UnitID)
 (Title) Your
 password: (Password)
 (Institution)
 (Address)
 (City), (State) (Zip)

Dear (Salutation) (LastName):

(Institution) has been selected to participate in the 2011-12 National Postsecondary Student Aid Study (NPSAS:12). The 2008 Higher Education Opportunities Act (20 U.S.C. § 1015) mandates that the National Center for Education Statistics (NCES), within the U.S. Department of Education's Institute of Education Sciences, periodically gather information from postsecondary institutions on how students and their families finance education beyond high school. In response to this requirement, NPSAS has collected information from postsecondary students and institutions since 1987. NPSAS:12 is being conducted for NCES by RTI International, a not-for-profit research organization.

The chief administrative officer of your institution has selected you as your institution's coordinator for NPSAS:12. As such, you will have three primary responsibilities:

- Complete the brief *Institution Registration Page* on the NPSAS website or by telephone within the next few weeks. We will schedule data collection for your institution based on the information you provide.
- Oversee the preparation of a list of students enrolled at your institution. The list will be used to draw a small sample of students from your institution for participation in the NPSAS:12 field test.
- Provide student records data such as enrollment status, demographic characteristics, and financial assistance for the sampled students. We will provide a web interface, and you may submit data by uploading data files, keying data, or a combination of both.

At your earliest convenience, please complete the *Institution Registration Page* online at the NPSAS website. The website address and your IPEDS UNITID and password are located at the end of this letter.

Complete instructions for your institution's participation will be sent directly to you in advance of the due date established for your institution. Enrollment lists will be collected January through April 2012. A specific due date for your enrollment list will be determined based on your institution's term structure.

We are aware that you and other staff at your institution are confronted with many demands for your time. We hope that giving you this advance notice of the study will provide you with ample time to plan for your school's participation in NPSAS:12. A project representative will call you in the next few days to ensure that you have received this notification and to answer any questions that you may have.

The enclosed brochure and project timeline summarize our data collection process and provide a detailed description of the laws and procedures safeguarding the confidentiality of the data collected, including questionnaire responses, contact information, and demographic data collected. Any data collected that relate to or describe identifiable characteristics of individuals may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose, unless otherwise compelled by law (20 U.S.C. § 9573).

Additional information, including reports based on data from previous NPSAS studies, is available on the NPSAS website at
<https://surveys.nces.ed.gov/NPSASschool>.

If you have questions about the study or the data collection process, please contact the RTI NPSAS Project Coordinator, Brian Kuhr, at 1-888-677-2741 or via e-mail at NPSASschool@rti.org. You may also direct questions to the NCES Project Officer, Tracy Hunt-White, Ph.D. at 1-202-502-7438 or at Tracy.Hunt-White@ed.gov.

We look forward to your participation in this important study.

Thank you for your cooperation.

Sincerely,



Jack Buckley, Ph.D.
Commissioner
National Center for Education Statistics

Enclosures

Please complete the NPSAS *Institution Registration Page* at

<https://surveys.nces.ed.gov/NPSASschool>

Your IPEDS UNITID: (UnitID)
Your password: (Password)

Institutional Registration Page (IRP)

The 2011-12 National Postsecondary Student Aid Study (NPSAS:12)

Institution Registration Page

Thank you for visiting the NPSAS:12 Institution Registration Page. Please answer the set of brief questions below to assist us in understanding how your school is organized and obtaining a list of all students enrolled at your institution at any time between July 1, 2011 and April 30, 2012.

1) Our records indicate that the name of your institution is:

[FILL INSTITUTION NAME].

Is that correct?

Y/N

If this is not the correct name of your school, please enter it below:
[textbox entry]

2) Will your student list include students enrolled at more than one campus or location for your institution?

Y/N

3) Does your institution offer continuous enrollment for your students, rather than terms with explicit start and end dates?

Y/N

4) If you answered “Yes” that your school is a continuous enrollment school, please go to question 5. If you are not a continuous enrollment school, please enter below the start and end dates for the term, enrollment, or payment period that includes the date of April 30, 2012. If your institution has multiple terms (including short sessions of over a month) that include the date of April 30, 2012, please enter the period with the latest starting date.

Start date: Month/Day/Year Dropdowns

End date: Month/Day/Year Dropdowns

5) We will ask for several items from your institution for each student enrolled at any time between July 1, 2011 and April 30, 2012. These items include:

- Student name and date of birth
- Student ID and Social Security number
- Student education and class level (undergraduates)
- Student major or CIP code
- Student high school graduation date and first time beginner status
- Student permanent and local address and email information

For more information on student data elements, please refer to the Student List File Specifications in the Student List Preparation Instructions (PDF).

When will your institution be able to provide the list of all students enrolled between July 1, 2011 and April 30, 2012?

May 14, 2012 (continuous enrollment schools only)
 Within 2 weeks of [FILL START MONTH/DAY/YEAR from TERM_DATES]
 Please have an RTI project staff member call to establish a different date.

THANK YOU

Thank you. The requested information for your institution has been submitted.

What happens next?

RTI will contact you after January 1, 2012 with a deadline by which to provide the list of students enrolled at your institution between July 1, 2011 and April 30, 2012. After RTI receives your student list, a random sample of students from the list will be selected for participation in NPSAS:12. You will then be asked to provide specific enrollment and financial aid data from those sampled students’ records. A web-based application has been developed to assist you in completing the student record collection and securely providing the data to RTI. The online application will be available on the study website once your sample has been selected.

NCES is required to follow strict procedures to protect the confidentiality of persons in the collection, reporting, and publication of data. Any individually-identifiable information supplied by individuals or institutions to a federal agency may be used only for statistical purposes and may not be disclosed or used in identifiable form for any other purpose, unless otherwise compelled by law (20 U.S.C. § 9573).

Second Institutional Coordinator Letter

NPSAS
Endorsed by

American Association of Collegiate Registrars and Admissions Officers
 American Association of Community Colleges
 American Association of State Colleges and Universities
 American Council on Education
 Association for Institutional Research
 Association of American Colleges and Universities
 Association of Catholic Colleges and Universities
 Association of Public and Land-grant Universities
 Association of Private Sector Colleges and Universities
 Association of Schools of Allied Health Professions
 The Carnegie Foundation for the Advancement of Teaching
 The College Board
 Council of Graduate Schools
 The Council of Independent Colleges
 Hispanic Association of Colleges and Universities
 Midwestern Higher Education Compact
 National Accrediting Commission of Cosmetology Arts and Sciences
 National Association of College and University Business Officers
 National Association for Equal Opportunity in Higher Education
 National Association of Independent Colleges and Universities
 National Association of Student Financial Aid Administrators
 New England Board of Higher Education
 Southern Regional Education Board
 State Higher Education Executive Officers
 The United Negro College Fund
 Western Interstate Commission for Higher Education

December 5, 2011

(Salutation) (FirstName) (LastName) Your IPEDS
 UNITID: (UnitID)
 (Title) Your password:
 (Password)
 (Institution)
 (Address)
 (City), (State) (Zip)

Student Enrollment List Due: (Date)

Dear (Salutation) (LastName),

We are pleased that (Institution) has agreed to participate in the 2011–12 National Postsecondary Student Aid Study (NPSAS:12), which is sponsored by the National Center for Education Statistics (NCES) within the U.S. Department of Education’s Institute of Education Sciences. As described in an earlier letter to you, NCES is mandated by Congress to study how students and their families finance education beyond high school. NPSAS is being conducted for NCES by RTI International.

As you know, you have been designated as Coordinator for NPSAS:12. We look forward to working with you on this important research effort.

As the Coordinator, you are asked to oversee completion of the following tasks:

- Complete the brief *Institution Registration Page* online at <https://surveys.nces.ed.gov/NPSASschool> by using the UNITID and password printed at the end of this letter.
Thank you for completing this form; the information you submitted helps us schedule data collection for your institution.
- Oversee the preparation of a list of students enrolled at your institution. The list of students will be used to draw a small sample of students from your institution for participation in the field test. Beginning in spring 2012, sampled students will be asked to complete a web-based questionnaire.
- Provide student records data—such as enrollment status, demographic characteristics, and financial aid—for the sampled students by uploading data files, keying data, or a combination of both through our secure web interface.

The initial due date for providing your student enrollment list is (Date). Your due date is tailored to your institution’s term structure. Complete specifications for compiling the list of students and for uploading through the secure website are provided online at

the NPSAS website.

If you are unable to meet your institution's deadline or have any questions about the information requested for the list of students, please contact the NPSAS Help Desk at 1-888-677-2741.

The NPSAS website at <https://surveys.nces.ed.gov/NPSASschool> provides complete instructions for participation. The instructions include a summary description of the laws and procedures safeguarding the confidentiality of student and institutional data. Additional information is also available on the NPSAS website, including reports based on data from previous NPSAS studies.

Be assured that responses that relate to or describe identifiable characteristics of individuals may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose, unless otherwise compelled by law (20 U.S.C. § 9573).

If you have questions about the study or the data collection process, please contact the RTI Project Coordinator, Brian Kuhr, or the RTI Project Director, Jennifer Wine at 1-888-677-2741 or via e-mail at NPSASschool@rti.org. You may also direct questions to the NCES Project Officer, Tracy Hunt-White, at 1-202-502-7438 or via e-mail at Tracy.Hunt-White@ed.gov.

Thank you for your cooperation.

Sincerely,



Jennifer Wine, Ph.D.
Project Director, NPSAS
Education Studies Division
RTI International



Tracy Hunt-White, Ph.D.
NCES Project Officer
National Center for Education Statistics
U.S. Department of Education

**Please complete your institution's
response to the National
Postsecondary Student Aid Study at:**

<https://surveys.nces.ed.gov/NPSASschool>

To upload lists or data collection forms, go to
the login tab found on the home/login page.

Your IPEDS UNITID: (UnitID)
Your password: (Password)

Student

Multiple mailings and e-mails will be required for student data collection. The data collection materials contained in this appendix are described below.

Planned hardcopy mailouts

- (1) Study Brochure – *To be updated for full-scale study.*
- (2) Student Lead Letter – 2 versions – *one with YouTube Video link and without the link. Mailing includes study brochure.*
- (3) Data Collection Letter – *Sent to parents. Mailing includes study brochure.*
- (4) Parent Consent Letter – *Sent to parents of sample members less than 18 years old. Mailing includes consent denial form and business reply envelope and study brochure.*
- (5) Reminder/Thank You Postcard
- (6) CATI Requested Re-mail – *Sent to sample members that request a hardcopy re-mail of the student data collection materials. Mailing includes study brochure.*
- (7) Reminder Folded Postcard
- (8) Reminder Letter – *Mailing includes study brochure.*
- (9) Final Letter – *Mailing includes study brochure.*
- (10) Thank You/Incentive Letter#.

Planned e-mails

- (1) Data Collection Announcement E-mail – 2 versions – *one with YouTube Video link and without the link.*
- (2) Data Collection Reminder E-mail
- (3) Data Collection Prompt E-mail
- (4) CATI Requested E-mail

(5) NPSAS Final E-mail

Additional materials

- (1) Script for the YouTube Video
- (2) Informed Consent - Telephone
- (3) Informed Consent - Web

Field Test Brochure

**2011-12
National
Postsecondary
Student Aid Study
Field Test**

For assistance with completing the NPSAS survey, please contact the help desk or visit the study website:

NPSAS Help Desk
1-877-NPSAS NOW
(1-877-677-2766)

npsas@rti.org
<https://surveys.nces.ed.gov/npsas/>

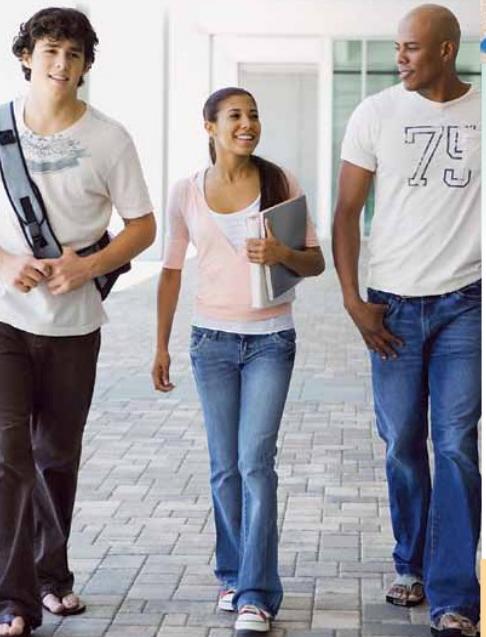
If you have questions or concerns about the study, please contact:

Jennifer Wine, Ph.D.
NPSAS Project Director (RTI)
jennifer@rti.org
877-225-8470

Tracy Hunt-White, Ph.D.
NPSAS Project Officer (NCES)
tracy.hunt-white@ed.gov
1-202-502-7438

If you have questions about your rights as a study participant, please call RTI's Institutional Review Board (IRB) at 1-866-214-2043, or send an e-mail message to orpe@rti.org regarding IRB number 12559.









National Postsecondary Student Aid Study (NPSAS)

NPSAS is a national survey of undergraduate and graduate students, with a special focus on how they pay for their education at different types of institutions.

Information is collected from students like you to obtain a national picture of the enrollment patterns, education goals, employment, and backgrounds of students continuing their education after high school. In addition to your survey responses, we collect financial aid, student records, and related information from your institution and other sources such as student loan databases and admissions testing agencies.

Students who are attending college for the first time in the 2010-11 school year may be part of a special follow-up study in later years to learn more about their paths in education, employment, and other experiences.

NPSAS results are used by the U.S. Department of Education and Congress to better understand the impact of federal aid programs in helping students and their families pay for postsecondary education.

NPSAS is sponsored by the National Center for Education Statistics (NCES) in the U.S. Department of Education's Institute of Education Sciences. NPSAS is conducted under contract by RTI International, a nonprofit research organization based in North Carolina.

NPSAS consists of a sample of about 117,000 students randomly selected from enrollment lists at about 1,700 institutions in the 50 states and the District of Columbia.

You are one of a select group of about 4,500 students from 300 schools chosen to participate in this field test. As such, your participation is very important, and your feedback is vital to the success of NPSAS.



Sponsored by
National Center for Education Statistics
Institute of Education Sciences
U.S. Department of Education



NCES 2011-292

Your participation in NPSAS is important.

While there are no specific benefits to you for participating in NPSAS, your participation will help policymakers better understand and meet the financial needs of about 26 million students who are continuing their education beyond high school.

Your only risk of participation in NPSAS relates to data security. Given the strict confidentiality and security procedures in place, risks of participation are minimal. Although participation in NPSAS is voluntary, there is no substitute for your responses.

Your survey won't take long.

On average, the survey takes about 35 minutes. Your time will vary depending on your answers and internet connection speed, if completing online.

You can see how NPSAS is used.

Publications from previous studies are available on the NCES website at <http://nces.ed.gov/surveys/npsas/>. Results from the current study are scheduled to be released in 2013 and will be posted on the NCES website as soon as they are available.

Your answers will remain confidential.

Your privacy is protected under federal law. Your responses and student record information may be used only for statistical purposes and will not be disclosed, or used, in identifiable form for any other purpose, except as required by law (20 U.S.C. § 9573).

Confidentiality procedures are reviewed and approved by RTI's Institutional Review Board in the Office of Research Protection. Your answers are secured behind firewalls and are encrypted during internet transmission using Secure Sockets Layer (SSL) protocol. All data entry modules are password protected and require the user to log in before accessing confidential data. Project staff are subject to large fines or imprisonment if they disclose individual responses.

The 2011-12 National Postsecondary Student Aid Study is conducted under the authority of the Higher Education Opportunity Act (HEOA) of 2008 (20 U.S.C. § 1015) and the Education Sciences Reform Act (ESRA) of 2002 (20 U.S.C. § 9512), which authorizes NCES to collect and disseminate information about education in the United States. Collection is most often done through surveys.

NCES is required to follow strict procedures to protect the confidentiality of persons in the collection, reporting, and publication of data. All individually identifiable information supplied by individuals or institutions to a federal agency may be used only for statistical purposes and may not be disclosed or used in identifiable form for any other purpose, unless otherwise compelled by law (20 U.S.C. § 9573).



You can participate in one of two ways.

1. Online

Go to the study website at
<https://surveys.nces.ed.gov/npsas/>

Then, simply enter your Study ID number and password and select login.

If you need assistance, call the NPSAS Help Desk at **1-877-NPSAS-NOW** (**1-877-677-2766**) to speak with a professionally trained interviewer.

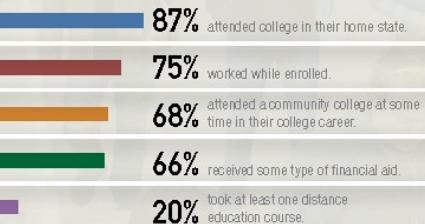
2. By telephone

If you prefer to complete the NPSAS survey by telephone, call the NPSAS Help Desk at **1-877-NPSAS-NOW** (**1-877-677-2766**) to speak with a professionally trained interviewer.

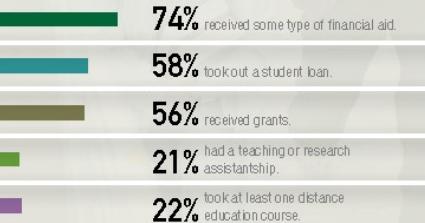
Snapshot of Results from the 2007-08 NPSAS

The last NPSAS was conducted during the 2007-08 academic year and involved 114,000 undergraduates and 14,000 graduate and first-professional students enrolled in approximately 1,600 postsecondary institutions.

Undergraduate Students



Graduate Students



SOURCE: U.S. Department of Education, National Center for Education Statistics, 2007-08 National Postsecondary Student Aid Study (NPSAS-08).

To see more results, go to
<http://nces.ed.gov/pubs2009/2009166.pdf>

Lead Letter

NPSAS Endorsed by	January 31, 2021	«fname» «mname» «lname» «suffix» «addr1» «addr2» «city», «state» «zip»	Study ID: «caseid» «panelinfo»
American Association of Collegiate Registrars and Admissions Officers			
American Association of Community Colleges			
American Association of State Colleges and Universities			
American Council on Education			
Association for Institutional Research			
Association of American Colleges and Universities			
Association of Catholic Colleges and Universities			
Association of Public and Land-Grant Universities			
Association of Private Sector Colleges and Universities			
Association of Schools of Allied Health Professions			
The Carnegie Foundation for the Advancement of Teaching			
The College Board			
Council of Graduate Schools			
The Council of Independent Colleges			
Hispanic Association of Colleges and Universities			
Midwestern Higher Education Compact			
National Accrediting Commission of Cosmetology Arts and Sciences			
National Association of College and University Business Officers			
National Association for Equal Opportunity in Higher Education			
National Association of Independent Colleges and Universities			
National Association of Student Financial Aid Administrators			
New England Board of Higher Education			
Southern Regional Education Board			
State Higher Education Executive Officers			
The United Negro College Fund			
Western Interstate Commission for Higher Education			
	Dear «fname» «lname»:		
	I am writing to ask you to participate in an important study that will help determine how students and their families meet the cost of education beyond high school. For your participation, I would like for you to complete a survey online. On average, the survey takes about 25 minutes to complete.		
	When you access the survey online, you will be asked questions about how you paid for your school expenses during the 2011–12 school year, including whether you received financial aid. If you received financial aid, you will be asked whether the amount of aid was enough to meet your educational expenses. If you did not receive financial aid, you will be asked about how you met your school expenses.		
	Students from all types of institutions and all financial situations have been randomly selected to participate in the 2012 National Postsecondary Student Aid Study (NPSAS:12). Your responses will represent responses of all students enrolled in postsecondary education. Therefore, your participation in this study is critical.		
	To complete the survey online:		
	1. Go to: https://surveys.nces.ed.gov/npsas/ . 2. Type the Study ID and password (provided below) on the Home/Login page. 3. Click “Login” to begin the survey.		
	RTI International, an independent, nonprofit research organization based in North Carolina, is conducting the study for the National Center for Education Statistics in the U.S. Department of Education’s Institute of Education Sciences. To express our appreciation for your participation, a \$<<inc_amt>> check will be mailed to you if you complete the survey by «EarlyIncDate». If you are unable to complete the survey by that date, an RTI interviewer will call you to complete the survey by telephone.		
	Participation in this study is voluntary and will not affect any aid or other benefits you receive.		
	The enclosed brochure answers many common questions about the study and contains additional information on laws and procedures that protect the confidentiality of your responses. If you have questions about the study, you can visit the study web site at https://surveys.nces.ed.gov/npsas/ , call the NPSAS help desk at 1-877-NPSAS-NOW (1-877-677-2766), or send an e-mail to npsas@rti.org .		
	I thank you in advance for your participation in this important study. Your cooperation is greatly appreciated.		
	Sincerely,		
			
	Jack Buckley Commissioner National Center for Education Statistics Enclosures	Go to: https://surveys.nces.ed.gov/npsas/ Your Study ID: «caseid» Your password: «password»m	

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this voluntary information collection is 1850-0666. The time required to complete this information collection is estimated to average 25 minutes per response, including the time to review instructions, gather the data needed, and complete and review the information collection. If you have any comments concerning the accuracy of the time estimate or suggestions for improving this survey, please write to: U.S. Department of Education, Washington, DC 20202-4537. If you have any comments or concerns regarding the status of your individual submission of this survey, write directly to: The 2011-12 National Postsecondary Student Aid Study (NPSAS:12), National Center for Education Statistics, 1990 K Street, NW, Washington, DC 20006.

Lead Letter – ED

<p>NPSAS Endorsed by</p> <p>American Association of Collegiate Registrars and Admissions Officers</p> <p>American Association of Community Colleges</p> <p>American Association of State Colleges and Universities</p> <p>American Council on Education</p> <p>Association for Institutional Research</p> <p>Association of American Colleges and Universities</p> <p>Association of Catholic Colleges and Universities</p> <p>Association of Private Sector Colleges and Universities</p> <p>Association of Public and Land-Grant Universities</p> <p>Association of Schools of Allied Health Professions</p> <p>The Carnegie Foundation for the Advancement of Teaching</p> <p>The College Board</p> <p>Council of Graduate Schools</p> <p>The Council of Independent Colleges</p> <p>Hispanic Association of Colleges and Universities</p> <p>Midwestern Higher Education Compact</p> <p>National Accrediting Commission of Cosmetology Arts and Sciences</p> <p>National Association of College and University Business Officers</p> <p>National Association for Equal Opportunity in Higher Education</p> <p>National Association of Independent Colleges and Universities</p> <p>National Association of Student Financial Aid Administrators</p> <p>New England Board of Higher Education</p> <p>Southern Regional Education Board</p> <p>State Higher Education Executive Officers</p> <p>The United Negro College Fund</p> <p>Western Interstate Commission for Higher Education</p>	<p>January 31, 2021</p> <p>«fname» «mname» «lname» «suffix» «addr1» «addr2» «city», «state» «zip»</p> <p>Study ID: «caseid» «panelinfo»</p> <p>Dear «fname» «lname»:</p> <p>I am writing to ask you to participate in an important study that will help determine how students and their families meet the cost of education beyond high school. For your participation, I would like for you to complete a survey online. On average, the survey takes about 25 minutes to complete.</p> <p>When you access the survey online, you will be asked questions about how you paid for your school expenses during the 2011–12 school year, including whether you received financial aid. If you received financial aid, you will be asked whether the amount of aid was enough to meet your educational expenses. If you did not receive financial aid, you will be asked about how you met your school expenses. Please watch our informational YouTube video featuring ED to learn more about NPSAS: <<videolink>>.</p> <p>Students from all types of institutions and all financial situations have been randomly selected to participate in the 2012 National Postsecondary Student Aid Study (NPSAS). Your responses will represent responses of all students enrolled in postsecondary education. Therefore, your participation in this study is critical.</p> <p>To complete the survey online:</p> <ol style="list-style-type: none"> 1. Go to: https://surveys.nces.ed.gov/npsas/. 2. Type the Study ID and password (provided below) on the Home/Login page. 3. Click “Login” to begin the survey. <p>RTI International, an independent, nonprofit research organization based in North Carolina, is conducting the study for the National Center for Education Statistics in the U.S. Department of Education’s Institute of Education Sciences. To express our appreciation for your participation, a \$<<inc_amt>> check will be mailed to you if you complete the survey by «EarlyIncDate». If you are unable to complete the survey by that date, an RTI interviewer will call you to complete the survey by telephone.</p> <p>Participation in this study is voluntary and will not affect any aid or other benefits you receive.</p> <p>The enclosed brochure answers many common questions about the study and contains additional information on laws and procedures that protect the confidentiality of your responses. If you have questions about the study, you can visit the study web site at https://surveys.nces.ed.gov/npsas/, call the NPSAS help desk at 1-877-NPSAS-NOW (1-877-677-2766), or send an e-mail to npsas@rti.org.</p> <p>I thank you in advance for your participation in this important study. Your cooperation is greatly appreciated.</p> <p>Sincerely,</p> <p style="text-align: center;"></p> <p>Jack Buckley Commissioner National Center for Education Statistics</p> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p>Go to: https://surveys.nces.ed.gov/npsas/ Your Study ID: «caseid» Your password: «password»m</p> </div>
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Enclosures

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this voluntary information collection is 1850-0666. The time required to complete this information collection is estimated to average 25 minutes per response, including the time to review instructions, gather the data needed, and complete and review the information collection. If you have any comments concerning the accuracy of the time estimate or suggestions for improving this survey, please write to: U.S. Department of Education, Washington, DC 20202-4537. If you have any comments or concerns regarding the status of your individual submission of this survey, write directly to: The 2011-12 National Postsecondary Student Aid Study (NPSAS:12), National Center for Education Statistics, 1990 K Street, NW, Washington, DC 20006.

Announcement Letter – Sent to Parents

January 31, 2021

«Cpfname» «Cpmname» «Cplname»
«CAddr1»
«CAddr2»
«Ccity», «Cstate» «CZip» «CZip4»

Study ID: «caseid»
«panelinfo»

Dear «Cpfname» «Cplname»:

Your child has been selected to participate in the National Postsecondary Student Aid Study (NPSAS), which was conducted by RTI International for the National Center for Education Statistics (NCES) in the U.S. Department of Education's Institute of Education Sciences. We are now conducting interviews. You can help make the study a success by encouraging «pronoun2» to complete the NPSAS interview by «date». **If «pronoun1» completes the interview by «date», «pronoun1» will receive \$«IncAmt» as a token of our appreciation.**

Data collected from NPSAS will help educators, researchers, and policymakers better understand how students and their families meet the cost of education beyond high school. The interview covers topics such as enrollment patterns, education goals, employment, and background.

Enclosed you will find a brochure that provides an overview of NPSAS, findings from the past NPSAS studies, and confidentiality procedures. «fname»'s participation in this study, while voluntary, is critical to the study's success.

If you have any questions or concerns about the study itself, please contact the NPSAS Project Director, Dr. Jennifer Wine, toll-free, at 1-877-225-8470 (e-mail: jennifer@rti.org) or the NCES Project Officer, Dr. Tracy Hunt-White, at 1-202-502-7438 (e-mail: tracy.hunt-white@ed.gov).

We sincerely appreciate your assistance and thank you in advance for helping us conduct this important study.

Sincerely,



Jack Buckley
Commissioner
National Center for Education Statistics

Enclosure

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this voluntary information collection is 1850-0666. The time required to complete this information collection is estimated to average 25 minutes per response, including the time to review instructions, gather the data needed, and complete and review the information collection. If you have any comments concerning the accuracy of the time estimate or suggestions for improving this survey, please write to: U.S. Department of Education, Washington, DC 20202-4537. If you have any comments or concerns regarding the status of your individual submission of this survey, write directly to: The 2011-12 National Postsecondary Student Aid Study (NPSAS:12), National Center for Education Statistics, 1990 K Street, NW, Washington, DC 20006.

Parent Consent Letter

January 31, 2021

Parent or Guardian of «fname» «lname»

«addr1»

«addr2»

«city», «state» «zip»

Dear Parent or Guardian,

We are pleased to inform you that your student, «fname» «lname», has been selected to participate in an education study sponsored by the National Center for Education Statistics (NCES), in the U. S. Department of Education's Institute of Education Sciences. The purpose of the 2012 National Postsecondary Student Aid Study (NPSAS:12) is to provide Congress, researchers, and policymakers with information about financial aid in postsecondary education. However, because «fname» is less than 18 years old, we need your permission for «fname» to participate.

Approximately 117,000 students from approximately 1,700 schools across the nation have been selected to participate in NPSAS. Students are being asked to complete a 35 minute web or telephone survey about their enrollment during the 2011-12 academic year, including questions about degree, field of study, financial aid, employment while enrolled, educational experiences, and background characteristics. Once the survey is completed, «fname» will receive a \$«fname» check as a token of our appreciation.

NCES is authorized by federal law (Public Law 107-279) to conduct NPSAS. RTI International, an independent nonprofit research organization based in North Carolina, is conducting the study for NCES. Responses and student record information may be used only for statistical purposes and will not be disclosed, or used, in identifiable form for any other purpose, except as required by law. Data will be combined to produce statistical reports for Congress and others. No individual data (e.g., names or addresses) will be reported.

Participation is voluntary. «fname» may withdraw from the study at any point. However, I do need your help. «fname» was selected to represent many other students. «fname»'s responses are necessary to make the results of this important study accurate and timely. «fname» may refuse to answer any particular question. While there are neither significant risks nor direct benefits to «fname» for participating, the survey may benefit the nation's college students by providing timely data relevant to educational policymaking.

If you would rather not provide permission for your son or daughter to participate, please fill out the enclosed form and return it as soon as possible in the postage-paid envelope provided. Otherwise, we will accept non-response as passive consent for participation.

The enclosed brochure provides more information about the study. If you have any questions about NPSAS or «fname»'s participation in the study, please call the NPSAS Help Desk toll-free at 1-877-677-2766. If you have questions about the rights of study participants, you may call RTI's Office for Research Protection toll-free at 1-866-214-2043.

I thank you in advance for your cooperation in this important research.

Sincerely,



Jack Buckley
Commissioner
National Center for Education Statistics
Enclosures

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this voluntary information collection is 1850-0666. The time required to complete this information collection is estimated to average 25 minutes per response, including the time to review instructions, gather the data needed, and complete and review the information collection. If you have any comments concerning the accuracy of the time estimate or suggestions for improving this survey, please write to: U.S. Department of Education, Washington, DC 20202-4537. If you have any comments or concerns regarding the status of your individual submission of this survey, write directly to: The 2011-12 National Postsecondary Student Aid Study (NPSAS:12), National Center for Education Statistics, 1990 K Street, NW, Washington, DC 20006.

National Postsecondary Student Aid Study (NPSAS:12) Permission Denial Form

The information RTI will collect from the students includes enrollment patterns, education goals, employment, and backgrounds of students continuing their education after high school.

IF YOU GRANT PERMISSION FOR YOUR STUDENT TO PARTICIPATE IN NPSAS, YOU DO NOT NEED TO RETURN THIS FORM.

IF YOU DO NOT GRANT PERMISSION FOR YOUR STUDENT TO PARTICIPATE, PLEASE RETURN THIS FORM TO RTI IN THE ENCLOSED ENVELOPE AS SOON AS POSSIBLE.

Parents of a participating youth under age 18: if you wish to deny permission for your student to participate, you should fill in your son/daughter's name and sign and date this form below. **Then, correct student's name, address, and phone number at the bottom of the form, if applicable.**

PARENTS OF YOUTH PARTICIPANT UNDER AGE 18:

As a parent of a youth participant under age 18, I DO NOT GRANT PERMISSION for my son/daughter, _____, to participate in the National Postsecondary Student Aid Study (NPSAS:12)

(Signature of parent or guardian)

(Date of signature)

PLEASE CORRECT THE INFORMATION BELOW, IF NEEDED:

Student name: «studentName»

Address: «Address1» «Address2» «City», «State» «Zip»

Telephone number: «PhoneNumber»

FOR OFFICE USE ONLY:

Consent Form ID: «UniqueID»

Student ID: «CaseID»

Institution Name: «SchoolName»

Reminder/Thank You Postcard

Visit the NPSAS website to log in and complete your survey!

<https://surveys.nces.ed.gov/npsas/>

Study ID: <caseid>

Password: <password>



2011-12 National Postsecondary Student Aid Study

Recently, we sent you information on how to complete the survey for the 2011-12 National Postsecondary Student Aid Study (NPSAS) field test. RTI International is conducting this study for the U.S. Department of Education's National Center for Education Statistics. If you have already completed the survey, we would like to thank you. Your assistance is very much appreciated.

If you have not yet completed your survey, we would like to remind you that if you complete your survey by <IncentiveDt>, you will receive <Incentive> as a token of our appreciation.

To complete your survey online, go to the study website at <https://surveys.nces.ed.gov/npsas/> and log in using your Study ID and password provided above.

If you have any questions or problems completing your survey online, or would like to complete your survey over the telephone with a professionally trained interviewer, please contact the NPSAS Help Desk at 1-877-677-2766.

Thank you.

<caseid>/<pendinfo>

«City», «state» «Zip»
«Addr2»
«Addr1»
«Name» «name» «lname»

ADDRESS SERVICE REQUESTED

RT Project #212353.100.002.236
Research Triangle Park, NC 27709-2194
P.O. Box 12194
U.S. Department of Education
National Center for Education Statistics



CATI Requested Remail Letter

January 31, 2021

«name»
«address»
«address2»
«city_state»«state», «zip»
Study ID: «caseid»
«panelinfo»

Dear «name»:

Per your request, we are providing you with more information on the 2012 National Postsecondary Student Aid Study (NPSAS:12) that is now being conducted for the National Center for Education Statistics in the U.S. Department of Education's Institute of Education Sciences. Enclosed you will find a brochure that includes a brief description of NPSAS, findings from prior NPSAS studies, and our strict confidentiality procedures. Once you complete your NPSAS survey, you will receive a check for \$<inc_amt> as a token of our appreciation.

To make participating as easy as possible, we offer two options for completing it. You may complete the survey over the telephone with one of our professionally trained interviewers, or you may complete the survey online.

Please call us at **1-877-677-2766** to complete the survey by phone, or, if you wish to complete the survey on our secure website, log on to <https://surveys.nces.ed.gov/npsas/>. You will need the Study ID and password provided below to access the web survey.

Study ID = «caseid»
Password = «password»p

Federal law requires that we protect your privacy. Your responses will be used only for statistical purposes and will not be disclosed, or used, in identifiable form for any other purpose, except as required by law.

You can learn more about the study by visiting our website at <https://surveys.nces.ed.gov/npsas/>. Please do not hesitate to contact us directly at 1-877-677-2766 or by e-mail at npsas@rti.org if we can provide any additional information about the study or your survey.

Thank you in advance for your participation in this important study. Your cooperation is greatly appreciated.

Sincerely,



Jennifer Wine, Ph.D.
Project Director, NPSAS
RTI International



Tracy Hunt-White, Ph.D.
Project Officer, NPSAS
National Center for Education Statistics

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this voluntary information collection is 1850-0666. The time required to complete this information collection is estimated to average 25 minutes per response, including the time to review instructions, gather the data needed, and complete and review the information collection. If you have any comments concerning the accuracy of the time estimate or suggestions for improving this survey, please write to: U.S. Department of Education, Washington, DC 20202-4537. If you have any comments or concerns regarding the status of your individual submission of this survey, write directly to: The 2011-12 National Postsecondary Student Aid Study (NPSAS:12), National Center for Education Statistics, 1990 K Street, NW, Washington, DC 20006.

Reminder Folded Postcard

2012 National Postsecondary Student Aid Study

«fname»,
complete a 25 minute
interview and receive
\$<<inc_amt>> for your time!



→ To complete the **web interview** over our secure website, log on to
<https://surveys.nces.ed.gov/npsas/>

Your Study ID is: «caseid»

Your Password is: «password»
 (Please enter uppercase and lowercase letters as they appear.)

→ To complete the **telephone interview** with a professional interviewer, or for help completing the web interview, please call **1-877- NPSAS-NOW (1-877-677-2766)**.

The National Postsecondary Student Aid Study is being conducted by RTI International for the National Center for Education Statistics in the U.S. Department of Education's Institute of Education Sciences. By completing the interview, you will make an important contribution to research that will help determine how students and their families meet the cost of education beyond high school. If you complete your NPSAS interview soon, you will receive a \$<<inc_amt>> check as a token of our appreciation.

Your responses may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose, except as required by law. Participation in this study is voluntary and will not affect any aid or any benefits you receive. If you have questions or problems completing the interview online, or would like to complete it over the telephone with a professional interviewer, simply call the NPSAS Help Desk at 1-877-677-2766, or you can e-mail us at npsas@rti.org.

Thank you in advance for making NPSAS a success.



PO Box 12194
Research Triangle Park, NC 27709-2194
RTI Project #212353.100.002.336

ADDRESS SERVICE REQUESTED

«Pretty_name»
«Addr1»
«Addr2»
«City», «state» «zip»

Reminder Letter

January 31, 2021

«stu_name»
«stu_addr1»
«stu_addr2»
«stu_city», «stu_state» «stu_zip»
Study ID: «caseid»
«panelinfo»

Dear «stu_name»:

We are writing to ask that you take a few moments to complete your interview for the 2012 National Postsecondary Student Aid Study (NPSAS:12), conducted by RTI International for the National Center for Education Statistics in the U.S. Department of Education's Institute of Education Sciences. By completing the interview, you will make an important contribution to research that will help determine how students and their families meet the cost of education beyond high school. «fill1»

Please call us at **1-877-677-2766** to complete the survey by phone, or, if you wish to complete the survey on our secure website, log on to <https://surveys.nces.ed.gov/npsas/>. You will need the Study ID and password provided below to access the web survey.

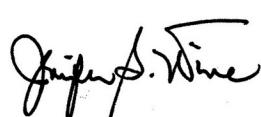
Study ID = «caseid»
Password = «password»p

Interviewers are available Monday through Thursday from 9:00 am to 11:00 pm Eastern time, Friday from 9:00 am to 9:00 pm Eastern time, Saturday from 10:00 am to 6:00 pm Eastern time, and Sunday from 1:30 pm to 9:30 pm Eastern time.

The interview only takes about 25 minutes, on average. Participation in this study is voluntary and will not affect any aid or any benefits you receive. If you have any questions about the study, you can visit the NPSAS website at <https://surveys.nces.ed.gov/npsas>, or you can e-mail us at npsas@rti.org. If you have any questions about your rights as a study participant, you can call RTI's Office of Research Protection at 1-866-214-2043.

Thank you in advance for making NPSAS a success.

Sincerely,



Jennifer Wine, Ph.D.
Project Director, NPSAS
RTI International



Tracy Hunt-White, Ph.D.
Project Officer, NPSAS
National Center for Education Statistics

Final Letter

January 31, 2021

«stu_name»
 «stu_addr1»
 «stu_addr2»
 «stu_city», «stu_state» «stu_zip»

Study ID: «caseid»
 «panelinfo»

Dear «stu_name»:

We have been trying to contact you in recent weeks to ask you to complete an interview for the 2012 National Postsecondary Student Aid Study (NPSAS:12), conducted by RTI International on behalf of the National Center for Education Statistics in the U.S. Department of Education's Institute of Education Sciences. NPSAS collects information on how students and their families pay for their education beyond high school.

Time is running out. Data collection for NPSAS ends on <<date>>. If you complete the interview before then, **you will receive a check for \$<<inc_amt>>**. On average, the interview takes about 25 minutes to complete.

You may call us at **1-877-677-2766** to complete the interview with one of our telephone interviewers. Or, you can complete the interview at any time via the NPSAS website:

<https://surveys.nces.ed.gov/npsas/>

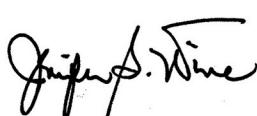
Enter your study ID: «caseid»
 Enter your password: «password»s

Please enter uppercase and lowercase letters as they appear.

Your responses will be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose, except as required by law. If you have questions about the study, you can visit the NPSAS:12 website at <https://surveys.nces.ed.gov/npsas/>, or e-mail us at npsas@rti.org. If you have questions about your rights as a study participant, you can call RTI's Office of Research Protection toll-free at 1-866-214-2043.

Thank you in advance for your participation in this important study. With input from individuals like you, we can improve our ability to help others receive an education beyond high school.

Sincerely,




Jennifer Wine, Ph.D.
 Project Director, NPSAS
 RTI International

Tracy Hunt-White, Ph.D.
 Project Officer, NPSAS
 National Center for Education Statistics

Thank You/Incentive Letter

January 31, 2021

«name» Study ID: «CaseID»
«address» NP12 «panelinfo»
«address2»
«city_state» «zip»

Dear «name»:

On behalf of the National Center for Education Statistics in the U.S. Department of Education's Institute of Education Sciences and the staff of the 2012 National Postsecondary Student Aid Study (NPSAS), I would like to thank you for completing your NPSAS survey. Your participation in this study is very important to its success. Enclosed you will find a check for \$ «amount» as a token of our appreciation for your time completing the survey.

Please do not hesitate to contact us directly at 1-877-677-2766 if we can provide any additional information or assistance.

Again, thank you for your time and willingness to participate.

Sincerely,



Jennifer Wine, Ph.D.
Project Director, NPSAS
RTI International



Tracy Hunt-White, Ph.D.
Project Officer, NPSAS
National Center for Education Statistics

Announcement E-Mail

Dear <FNAME>,

Surveys for the 2012 National Postsecondary Student Aid Study (NPSAS:12) are now being conducted. The survey will take about 25 minutes to complete. The data collected from it will help educators, researchers, and policymakers better understand how students and their families meet the cost of education beyond high school.

To access the web survey, log in to our secure website at <https://surveys.nces.ed.gov/npsas/> using the Study ID and password provided below.

Study ID = <CASEID>
Password = <PASSWORD>e

The password is case sensitive; you will need to enter it exactly as it appears.

If you have questions or problems completing your survey online, please call the **NPSAS Help Desk at 1-877-NPSAS-NOW (1-877-677-2766)** or visit the study website at <https://surveys.nces.ed.gov/npsas/>.

If you complete your NPSAS survey by <<incent date>>, you will receive a check for \$<<inc_amt>> as a token of our appreciation.

Your participation, while voluntary, is critical to the study's success. Your responses will be secured behind firewalls and will be encrypted during internet transmission. Federal law requires that we protect your privacy. Your responses will be used only for statistical purposes and will not be disclosed, or used, in identifiable form for any other purpose, except as required by law.

RTI International is conducting NPSAS on behalf of the National Center for Education Statistics (NCES) in the U.S. Department of Education's Institute of Education Sciences. Please contact us at the information listed below if you have any questions about the study.

Thank you for helping to make NPSAS a success.



Jennifer Wine, Ph.D.
Project Director, NPSAS
RTI International
jennifer@rti.org
877-225-8470



Tracy Hunt-White, Ph.D.
Project Officer, NPSAS
National Center for Education Statistics
tracy.hunt-white@ed.gov
202-502-7438

Announcement E-Mail – ED Video

Dear <FNAME>,

Surveys for the 2012 National Postsecondary Student Aid Study (NPSAS:12) are now being conducted. The survey will take about 25 minutes to complete. The data collected from it will help educators, researchers, and policymakers better understand how students and their families meet the cost of education beyond high school. <<You can learn more about NPSAS by watching our brief informational video, featuring our animated Lego character, ED, on YouTube: <<videolink>>.>>

To access the web survey, log in to our secure website at <https://surveys.nces.ed.gov/npsas/> using the Study ID and password provided below.

Study ID = <CASEID>

Password = <PASSWORD>e

The password is case sensitive; you will need to enter it exactly as it appears.

If you have questions or problems completing your survey online, please call the **NPSAS Help Desk at 1-877-NPSAS-NOW (1-877-677-2766)** or visit the study website at <https://surveys.nces.ed.gov/npsas/>.

If you complete your NPSAS survey by <<incent date>>, you will receive a check for \$<<inc_amt>> as a token of our appreciation.

Your participation, while voluntary, is critical to the study's success. Your responses will be secured behind firewalls and will be encrypted during internet transmission. Federal law requires that we protect your privacy. Your responses will be used only for statistical purposes and will not be disclosed, or used, in identifiable form for any other purpose, except as required by law.

RTI International is conducting NPSAS on behalf of the National Center for Education Statistics (NCES) in the U.S. Department of Education's Institute of Education Sciences. Please contact us at the information listed below if you have any questions about the study.

Thank you for helping to make NPSAS a success.

Jennifer Wine, Ph.D.

Project Director, NPSAS

RTI International

jennifer@rti.org

877-225-8470

Tracy Hunt-White, Ph.D.

Project Officer, NPSAS

National Center for Education Statistics

tracy.hunt-white@ed.gov

202-502-7438

Reminder E-Mail

Dear [FNAME] [LNAME]:

Surveys for the 2012 National Postsecondary Student Aid Study (NPSAS:12) are now being conducted. To express our appreciation, a \$[INC_AMT] check will be mailed to you if you complete the survey by [INCENT_DATE].

To access the survey online, log in to our secure website at <https://surveys.nces.ed.gov/npsas/> using the Study ID and password provided below.

Study ID = [CASEID]
Password = [PASSWORD]a (upper/lower case letters must be entered exactly as they appear)

Your responses may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose, except as required by law. If you have questions or problems completing your survey online, simply call the NPSAS Help Desk at 1-877-677-2766.

If you have questions about the study, you can visit our website at <https://surveys.nces.ed.gov/npsas/>, you can call toll-free at 1-877-NPSAS-NOW (1-877-677-2766), or send an e-mail to npsas@rti.org.

I sincerely appreciate your participation and thank you in advance for helping us conduct this very important study.

Jennifer Wine, Ph.D.
Project Director, NPSAS
RTI International

Prompt E-Mail

SUBJECT LINE: Don't Forget to Complete Your NPSAS Survey!

[FNAME],

I am writing to ask that you take a few moments to complete your survey for the 2012 National Postsecondary Student Aid Study (NPSAS:12), conducted by RTI International for the National Center for Education Statistics in the U.S. Department of Education's Institute of Education Sciences. By completing the survey, you will make an important contribution to research that will help determine how students and their families meet the cost of education beyond high school. Please note that once you complete the survey, we will mail you a check for \$[INC_AMT] as a token of our appreciation.

You may call **1-877-NPSAS-NOW (1-877-677-2766)** to complete the survey with one of our professional telephone interviewers. Interviewers are available Monday through Thursday from 9:00 am to 11:00 pm Eastern time, Friday from 9:00 am to 9:00 pm Eastern time, Saturday from 10:00 am to 6:00 pm Eastern time, and Sunday from 1:30 pm to 9:30 pm Eastern time. You can also complete the survey at any time via the NPSAS website by entering the login information below:

<https://surveys.nces.ed.gov/npsas/>

Your Study ID: [CASEID]

Your password: [PASSWORD]k

Please enter uppercase and lowercase letters as they appear.

The survey only takes about 25 minutes, on average. Participation in this study is voluntary and will not affect any aid or any benefits you receive. If you have any questions about the study, you can visit the NPSAS website at <https://surveys.nces.ed.gov/npsas/>, or send an e-mail to npsas@rti.org. If you have any questions about your rights as a study participant, you can call RTI's Office of Research Protection at 1-866-214-2043.

Thank you in advance for making NPSAS a success.

Jennifer Wine, Ph.D.
Project Director, NPSAS
RTI International

CATI-Requested E-Mail

Dear [FNAME] [LNAME]:

Per your request, we are providing you with more information on the 2012 National Postsecondary Student Aid Study (NPSAS:12) that is now being conducted for the National Center for Education Statistics in the U.S. Department of Education's Institute of Education Sciences. An example of the brochure that provides a brief description of NPSAS, findings from prior NPSAS studies, and confidentiality procedures can be found at

https://surveys.nces.ed.gov/npsas/pdf/NPSAS_student_brochure.pdf.

To make the process as easy as possible, you may either complete the survey on the Web or over the telephone with one of our professionally trained interviewers.

Please call us at 1-877-677-2766 to complete the survey by phone or, if you wish to complete the survey on our secure website, log on to <https://surveys.nces.ed.gov/npsas/>. You will need the Study ID and password provided below to access the survey online.

Study ID = [CASEID]

Password = [PASSWORD]c

Please enter upper/lower case letters as they appear.

Your answers will be kept confidential and protected to the fullest extent allowable under law.

Please do not hesitate to contact me directly at 1-877-225-8470 or by e-mail at jennifer@rti.org if I can provide any additional information about the study.

Thank you in advance for your participation in this important study. Your cooperation is greatly appreciated.

Jennifer Wine, Ph.D.
Project Director, NPSAS
RTI International

Final E-Mail

Dear [FNAME] [LNAME]:

We have been trying to contact you in recent weeks to ask you to complete an interview for the 2012 National Postsecondary Student Aid Study (NPSAS:12), conducted by RTI International on behalf of the National Center for Education Statistics in the U.S. Department of Education's Institute of Education Sciences. NPSAS collects information on how students and their families pay for their education beyond high school.

Time is running out. Data collection for NPSAS ends on <<date>>. If you complete the interview before then, **you will receive a check for \$[INC_AMT]**. On average, the interview takes about 25 minutes to complete.

You may call us at **1-877-677-2766** to complete the interview with one of our telephone interviewers. Or, you can complete the interview at any time via the NPSAS:12 website:

<https://surveys.nces.ed.gov/npsas/>

Enter your study ID: [CASEID]

Enter your password: [PASSWORD]f

Please enter uppercase and lowercase letters as they appear.

Your responses will be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose, except as required by law. If you have questions about the study, you can visit the NPSAS:12 website at <https://surveys.nces.ed.gov/npsas>, or e-mail us at npsas@rti.org. If you have questions about your rights as a study participant, you can call RTI's Office of Research Protection toll-free at 1-866-214-2043.

Thank you in advance for your participation in this important study. With input from individuals like you, we can improve our ability to help others receive an education beyond high school.

Jennifer Wine, Ph.D.
Project Director, NPSAS
RTI International

Script For ED Video

Script for NPSAS:12 Lego Video

Text in [brackets] describes scenes:

[Sample member (SM) goes to the mailbox and gets out a letter]

SM: "The National Postsecondary Student Aid Study? What do they need me for? This is going in the trash..."

[Helicopter with Ed on the side]

"Ed: Sounds like I'm needed!"

[Ed lowers into view, starts conversation with SM]

Ed: "Before you throw that away, I've got a few things I'd like to tell you."

SM: "Who are you?"

Ed: "I'm Ed, from the U.S. Department of Education. We want you to complete our survey so we can learn more about how students and their families finance their education.

SM: "What kind of things will you ask me?"

Ed: "We're interested in your education after high school [student throwing mortarboard].

The kind of degree or certificate you are studying for. [classroom scene with teacher]

Whether or not you received scholarships, loans, or help from family to pay for school. [show a Lego figure hand and arm holding a Financial Aid Form]

Whether you are working while you're in school? [Lego figure working as a cashier]

The number of people in your household? [scene of one Lego figure, then several others appear]

We can offer you \$30 to thank you for your time. [Lego character with money appearing in his hand]

[Scene back in front of house]

SM: "Well, I'm pretty busy..."

Ed: "We make it easy for you. You can complete the survey by phone [Lego character using phone], or on the web using your own computer. [Lego character at computer] It won't take long.

[Scene back in front of house]

SM: "OK, but one more question. How do I know my answers will stay confidential?

Ed: "Federal law requires that we protect all data collected. Protecting your data is our number one concern." [Lego policeman closes a vault/safe]

[Scene back in front of house]

SM: "That sounds pretty good. I'll do it!

[Ed turns and talks to the camera]

Ed: "You, too, can help us make the National Postsecondary Student Aid Study a success!

[Lego people appearing, holding hands, and swaying back and forth]

Ed: You're in a special position to provide us vital information on your experiences attending school and paying for your education. With your participation this study will help Congress evaluate federal aid policies and programs to help students like you find success in college and beyond.

[Back in front of house]

SM: "Thanks, ED!!"

Ed: "Thank you for taking our surveyyyyyyyyyyy!"

Display contact screen:

ED (speaking over the final "credit" slide with the info below typed on it):

"Call us toll free at 1-XXX-XXX-XXXX to complete your interview today! "

"And don't forget to check your e-mail for more information about your participation in this study."

Informed Consent – Telephone

Recently, we sent you material about a study we are conducting for the U.S. Department of Education about how students and their families pay for education beyond high school. The material explains that your participation is critical to the study's success and, as a token of our appreciation, you will receive a <initialize2_inc_fill> check once you complete the survey. Have you had a chance to read the material?

{If minor:}

Recently, we sent material to you and your parents about a study we are conducting for the U.S. Department of Education about how students and their families pay for education beyond high school. The material explains that your participation is critical to the study's success and as a token of our appreciation you will receive a <initialize2_inc_fill> check once you complete the survey. Your parents have reviewed the material and given permission for you to participate in this study. Have you had a chance to read the material?

If yes, received material:

(Ok great.) On average, the survey takes about 25 minutes. This call may be monitored or recorded for quality assurance purposes. You may decline to answer any questions or stop the survey at any time. May we begin the survey now?

(If you have any questions about this study, you may contact the study's director, Dr. Jennifer Wine, or for questions about your rights as a study participant, you may contact RTI's Office of Research Protection. If you would like their contact information I can give it to you. To contact Dr. Wine, call toll free at 1-877-225-8470; to contact RTI's Office of Research Protection, call toll free at 1-866-214-2043.)

If no, did not receive material:

The survey takes about 25 minutes and may be monitored or recorded for quality assurance purposes. Your responses, combined with student record information, may be used only for statistical purposes and may not be disclosed, or used, in personally identifiable form for any other purpose, except as required by law. (You are one of approximately 4,500 students who will be taking part in this study.) In addition to your survey responses, we collect financial aid, student records and related information from your institution and sources such as student loan databases and admissions testing agencies. {DISPLAY IF UNDERGRADUATE AND FTB FLAG = 1} Students who enrolled in college for the first time between July 1, 2011 and June 30, 2012 will also be part of a special follow-up study in future years that will help us learn about their education and employment experiences since completing this 2012 survey.} Your participation is voluntary and will not affect any aid or other benefits that you may receive. You may decline to answer any question or stop the survey at any time. The risk of participating in this study is

small and relates to data security. However, your information will be kept in secure and protected data files.

If you would like us to re-mail the material to you, please let me know. May we begin the survey now?

(You may contact the study's director, Dr. Jennifer Wine, toll free at 1-877-225-8470. For questions about your rights as a study participant, please contact RTI's Office of Research Protection toll free at 1-866-214-2043.)

NPSAS:12 Informed Consent – Web

[If Y_MINOR=3]

Recently, we sent material to you and your parents about a study we are conducting for the U.S. Department of Education about how students and their families pay for education beyond high school. As a token of our appreciation, you will receive a [INC_AMOUNT] check once you complete the survey. Your parents have reviewed the material and given permission for you to participate in this study. Have you had a chance to read the material?

[Else]

Recently, we sent you material about a study we are conducting for the U.S. Department of Education about how students and their families pay for education beyond high school. As a token of our appreciation, you will receive a [INC_AMOUNT] check once you complete the survey. Have you had a chance to read the material?

If yes, read material:

Great. If you have any questions about this study, you may contact the study's director, Dr. Jennifer Wine, at 1-877-225-8470. For questions about your rights as a study participant, you may contact RTI's Office of Research Protection toll free at 1-866-214-2043.

To review the letter that we mailed, click [here](#) (PDF letter, 36KB).

To review the study brochure, click [here](#) (PDF brochure, 839KB).

On average, the survey takes about 25 minutes. You may decline to answer any question or stop the survey at any time. Do you want to begin the survey now?

If no, did not receive material:

The survey takes about 25 minutes.

Your responses, combined with student record information, may be used only for statistical

purposes and may not be disclosed, or used, in personally identifiable form for any other purpose, except as required by law (20 U.S.C. § 9573). You are one of approximately 4,500 students who will be taking part in this study. In addition to your survey responses, we collect financial aid, student records and related information from your institution and sources such as student loan databases and admissions testing agencies.

[{If [Y_EDLEV] == "U" AND Y_FTBFLG = 1} only]

Students who were enrolled in college for the first time between July 1, 2011 and June 30, 2012 will also be part of a special follow-up study in future years that will help us learn about their education and employment experiences since completing this 2012 survey.

[all students get]:

Your participation is voluntary and will not affect any aid or other benefits that you may receive. You may decline to answer any question or stop the survey at any time. The risk of participating in this study is small and relates to data security. However, your information will be kept in secure and protected data files.

If you have any questions about the study, you may contact the study's director, Dr. Jennifer Wine, at 1-877-225-8470. For questions about your rights as a study participant, please contact RTI's Office of Research Protection toll free at 1-866-214-2043. Please call the NPSAS Help Desk at 1-877-NPSAS-NOW (1-877-677-2766) if you would like to have the materials sent to you.

To review the letter that we mailed, [click here](#). (PDF letter, 36KB)

To review the study brochure, [click here](#). (PDF brochure, 839KB)

Do you want to begin the survey now?