

Dear [name/Participant],

We are reaching out to invited you to take part in our post-mentoring program survey. Your feedback is crucial to help us evaluate and enhance our mentoring program, ensuring that it continues to provide valuable support and guidance to future participants.

At the USPTO, we are committed to continuously improving our programming, and your insights and opinions are integral to that process. Your feedback will enable us to identify areas of strength and areas that may require further development. We value your perspective and greatly appreciated your completion of this survey.

The survey will cover various aspects of your mentoring experience, including the effectiveness of the matching process, the quality of communication between mentors and mentees, the relevance and usefulness of the topics discussed, and the overall impact of the program on your personal and professional growth. Your responses will be used to identify trends and make data-driven decisions to enhance our mentoring initiatives.

To participate in the survey, please click the link: [link]. The survey should take approximately 5 minutes to complete. We kindly request that you complete the survey by [deadline], as this will allow us to compile the data in a timely manner and move forward with implementing any necessary improvements to our program.

If you have any questions or concerns regarding the survey or the mentoring program, please do not hesitate to contact us at [contact information].

Once again, we sincerely thank you for your participation.

A Federal agency may not conduct or sponsor, and a person is not required to respond to, nor shall a person be subject to a penalty for failure to comply with an information collection subject to the requirements of the Paperwork Reduction Act of 1995, unless the information collection has a valid OMB Control Number. The OMB Control Number for this information collection is 0651-0080. Public burden for this survey is estimated to average 8 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the information collection. Send comments regarding this burden estimate or any other aspect of this information collection, including suggestions for reducing this burden to the Office of the Chief Administrative Officer, United States Patent and Trademark Office, P.O. Box 1450, Alexandria, VA 22313-1450 or email InformationCollection@uspto.gov.