



U.S. DEPARTMENT OF EDUCATION  
INSTITUTE OF EDUCATION SCIENCES

NATIONAL CENTER FOR EDUCATION STATISTICS

March 1, 2017

Jane Doe  
123 Main Street  
Washington, DC 20006

Dear Jane Doe:

Recently, we contacted you about your selection for the Beginning Postsecondary Students Longitudinal Study (BPS), a survey of students who first enrolled in postsecondary education during the 2011–12 school year. Data collection for BPS is now underway, and we would like to invite you to complete the survey by March 29<sup>th</sup>.

**After you complete the survey, you will receive \$30 as a token of our appreciation, payable by PayPal, check, or gift card.** The survey will take approximately 30 minutes to complete and can even be completed on your mobile device.

To complete the survey, log on to our secure website at <https://surveys.nces.ed.gov/bps/> using the Study ID and password below:

**Study ID** = *Your Study ID*

**Password** = *Your password (password is case sensitive).*

You represent many students like you who were not selected for BPS and your participation is important to the success of the study. If you have questions, problems completing your survey online, or prefer to complete the survey over the telephone, simply call the **BPS Help Desk** at **(800) 334-2321**.

If you have any other questions or concerns about the study, please contact the BPS Project Director, Jason Hill, at (800) 647-9657, [jahill@rti.org](mailto:jahill@rti.org), or the NCES Project Officer, David Richards, at (202) 245-6202, [David.Richards@ed.gov](mailto:David.Richards@ed.gov).

Thank you in advance for making BPS a success.

Sincerely,

Jason Hill  
BPS Project Director  
Education and Workforce Development  
RTI International

David Richards, Ph.D.  
NCES Project Director  
National Center for Education Statistics  
U.S. Department of Education

Enclosure

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NCES is authorized to conduct the 2012/17 Beginning Postsecondary Students Longitudinal Study by the Education Sciences Reform Act of 2002 (ESRA 2002, 20 U.S.C., § 9543), and to collect students' education records from educational agencies or institutions for the purpose of evaluating Federally supported education programs under the Family Educational Rights and Privacy Act (FERPA, 34 CFR §§ 99.31(a)(3) and 99.35). Data collected from or about individual students are used only for statistical purposes and may not be disclosed or used, in identifiable form, for any other purpose except as required by law (ESRA 2002, 20 U.S.C., § 9573). These data are being collected for NCES by RTI International, a nonprofit research organization based in North Carolina.

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 1850-0631. The time required to complete this information collection is estimated to average approximately <<time>> 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, suggestions for improving this survey, or any comments or concerns regarding the status of your individual submission of this survey, please write directly to: The 2012/17 Beginning Postsecondary Students Longitudinal Study, National Center for Education Statistics, Potomac Center Plaza, 550 12th St, SW, Room 4037, Washington, DC 20202.

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