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RGM Memo

Date April 30, 2013
To School Owners and Financial Aid Administrators
RE Federal Disclosures Update

Two Important items to note regarding Federal Disclosures:

1. Attached please find the form 10005-Federal Disclosure Requirement Form that we provide as a sample form for your institution to keep updated as part of the **Student Right to Know**. A change was made to clarify that **# 7- Retention Rate**, should come from your **IPEDS Fall Enrollment Report- Part E**. There was no change to the Completion/Graduation Rate portion; this is still based off the IPEDS Graduation Report.
2. If you don't already have the following link <http://nces.ed.gov/collegenavigator/> available on your website, we highly encourage you to add it!!! Students can access and view your Net Price, Graduation/Retention Rates, Campus Security and other valuable information as published on **College Navigator Website**. Once you've accessed this link, enter your Institution and click "Show Results", when you can preview your institution's data, copy the web address and post as a link on your website with a sample statement such as this one:

Student Right to Know

The Student Right to Know Act requires colleges to disclose to consumers the following information:

- *Graduation rates of degree-seeking, full-time, first time undergraduate students*
- *Transfer rates of degree-seeking, full-time, first time undergraduate students*
- *Retention Rates for First Time/Part Time Undergraduate Students*
- *Placement Rates*

"YOUR School Name" reports this data yearly through the National Center for Educational Statistics (NCES). This information, as well as additional data regarding admissions, tuition/fees, financial aid, campus safety, etc., is available through the NCES College Navigator website at: <http://nces.ed.gov/collegenavigator/yourinstitutionslinkhere>