Instructions:

Attached is the FY07 IQ reporting template for you to use to compile your **DRAFT** agency reports. Please fill out your draft template using this Excel workbook. No other formats will be accepted.

Please note that this Excel workbook has 5 sheets (Instructions plus Sections I-IV. Each sheet contains a different section that must be filled out. Sections III and IV will require you to fill out a new form for each correction request you received. We have supplied 10 repeating forms for Section III and 5 repeating forms for Section IV. If you should need more, please contact OMB for assistance. You can delete any forms you do not need.

If your agency received no correction requests in FY07 and had no outstanding requests from FY03, FY04, FY05, or FY06 you need only to fill out Sections I and II of this form.

In sections III and IV you will need to fill out a unique form for each correction request you received.

Please do not post your draft reports on your webpages until OMB review is complete.

Please send all completed *draft* IQ reports (DUE DECEMBER 17, 2007) electronically to: informationquality@omb.eop.gov.

If you should have questions or problems, please contact Dr. Nancy Beck at OMB. <u>nbeck@omb.eop.gov</u> Phone # 202-395-3258

2007 Year-End Information Quality Report

DRAFT

Section I

I. Cover Sheet: Requests for Correction Received FY 2006 (Oct 1, 2006 to Sept 30, 2007)

Department Name: U.S. Department of Education

Web page location of department information quality correspondence: http://www.ed.gov/policy/gen/guid/iq/corrections.html

	Number of Requests Received
S	0
TOTAL	0
	<u>s</u>

SECTION II

II. If you received correction requests or appeals and did not provide a final response in FY03, FY04, FY05, or FY06 please list those correction requests below and provide a detailed summary in secton IV of this template.

No outstanding requests.

<u>Agency Name</u>		FY05, or FY06	m FY03, FY04,	Number of Ap Received in F ^v FY05, or FY06 completed in I <u>still incomplet</u>	Y03, FY04, that were FY07 or <u>are</u>
		Complete	Still Incomplete	Complete	Incomplete
Department of Educati	on				
	TOTAL	n/a	n/a	n/a	

Section III. Please fill out this form for EACH Correction Request (and associated Appeal Request)			
Received in FY07.			
Agency/SubAgency	U.S. Department of Education		
Receiving	NONE RECEIVED		
Correction Request			
Agency Request Name or			
Number (if applicable):			
Link to Correction Request:			
Link to Conection Request.			
Requestor	Private Individual		
Affiliation (please mark	Trade Group (.com)		
appropriate choice with an	Trade Group (.com)		
X in column B):	Corporation		
	Law Firm on behalf of:		
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	Changes, other than those requested were made (please describe below):		
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Information requested to	Brochure		
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for all that apply):	Report		
	Risk Assesment		
	Final Rule		
	Proposed Rule		
	Website		
	Other (please describe below):		
Has An Appeal been filed?	Yes		
	No		

ionn (otherwise leave blank).		
Link to Appeal Request:		
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Appeal Process used		
(please describe		
mechanism used in a few		
sentences):		
Is there any judicial review	Yes (if yes please describe):	
associated with this	No	
Appeal	Still Pending	
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	Changes, other than those requested were made (please describe below):	

Section III. Please fill out Received in FY07.	this form for EACH Correction Request (and associated Appeal Request)
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Has An Appeal been filed?	Yes
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associated with this	No
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Has An Appeal been filed?	Yes
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Has An Appeal been filed?	Yes
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Has An Appeal been filed?	Yes
	No
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Appeal Process used	
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associated with this	No
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appropriate choice with an	Trade Group (.org)
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with an X if still pending):	
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Appeal Process used	
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mechanism used in a few	
sentences):	
Is there any judicial review	Yes (if yes please describe):
associated with this	No
Appeal	Still Pending
Resolution (please mark	Full Correction
appropriate choice with an	Partial Correction
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	Disclaimer added to information on website
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Section III. Please fill out t Received in FY07.	his form for EACH Correction Request (and associated Appeal Request)
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Number (if applicable):	
Link to Correction Request:	
Requestor	Private Individual
Affiliation (please mark	Trade Group (.com)
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associated with this	No
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	Changes, other than those requested were made (please describe below):

Agency/SubAgency	U.S. Department of Education
Receiving	No outstanding or pending requests or appeals.
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Agency Request Name or	
Number (if applicable):	
Link to Correction Request:	
Requestor	Private Individual
Affiliation (please mark	Trade Group (.com)
appropriate choice with an	Trade Group (.org)
X in column B):	Corporation
	Law Firm on behalf of:
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	Proposed Rule
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Date Appeal Responded to	
(please mark column B	Still pending
with an X if still pending):	
Link to Appeal Response:	
Link to Appear Response.	
Appeal Process used	
(please describe	
mechanism used in a few	
sentences):	
Is there any judicial review	Yes (if yes please describe):
associated with this	No
Appeal	Still Pending
Resolution (please mark	Full Correction
appropriate choice with an	Partial Correction
X in column B):	No Correction
	Disclaimer added to information on website
	Request was handled under a different process (please describe below):
	Changes, other than those requested were made (please describe below):

Agency/SubAgency	
Receiving Correction Request	
Agency Request Name or Number (if applicable):	
Link to Correction Request:	
Requestor	Private Individual
Affiliation (please mark	Trade Group (.com)
appropriate choice with an	Trade Group (.org)
X in column B):	Corporation
	Law Firm on behalf of:
	Individual
	.com
	.org
	Other (please describe):
Date Received:	date:
Date Responded to	date:
(please mark column B	Still pending
with an X if still pending):	
Link to Agency Response:	
Request	Still Pending
Resolution (please mark	Full Correction
appropriate choice with an	Partial Correction
X in column B):	No Correction
	Disclaimer added to information on website
	Request was handled under a different process (please describe below):
	Changes, other than those requested were made (please describe below):
Information requested to	Brochure
be changed is found in	Database
(mark column B with an X	Fact Sheet
for all that apply):	Report
	Risk Assesment
	Final Rule
	Proposed Rule
	Website
	Other (please describe below):
Has An Appeal been filed?	Yes
Has An Appear been filed?	165

	No
	n filed in FY07 on an FY03, FY04, FY05, or FY06 request please
complete out the rest	of this form (otherwise leave blank):
Link to Appeal Request:	
Date of Appeal request:	date:
Date of Appear request.	uale.
Date Appeal Responded to	date:
(please mark column B	Still pending
with an X if still pending):	
Link to Appeal Response:	
Appeal Process used	
(please describe mechanism used in a few	
sentences):	
Is there any judicial review	Yes (if yes please describe):
associated with this	No
Appeal	Still Pending
Resolution (please mark	Full Correction
appropriate choice with an	Partial Correction
X in column B):	No Correction
	Disclaimer added to information on website
	Request was handled under a different process (please describe below):
	Changes, other than those requested were made (please describe below):

and appeal.	
Agency/SubAgency	
Receiving	
Correction Request	
Agency Request Name or	
Number (if applicable):	
Link to Correction Request	
Requestor	Private Individual
Affiliation (please mark	Trade Group (.com)
appropriate choice with an	Trade Group (.org)
X in column B):	Corporation
	Law Firm on behalf of:
	Individual
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	Other (please describe):
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Date Responded to	date:
(please mark column B	Still pending
with an X if still pending):	
Link to Agency Response:	
Request	Still Pending
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appropriate choice with an	Partial Correction
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	Disclaimer added to information on website
	Request was handled under a different process (please describe below):
	Request was nancied under a different process (please describe below):
	Changes, other than those requested were made (please describe below):
Information requested to	Brochure
be changed is found in	Database
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	Fact Sheet
for all that apply):	Report
	Risk Assesment
	Final Rule
	Proposed Rule
	Website
	Other (please describe below):
Has An Appeal been filed?	Yes

	No
	filed in FY07 on an FY03, FY04, FY05, or FY06 request please
	his form (otherwise leave blank):
Link to Appeal Request:	
Date of Appeal request:	date:
Bate of Appear requeet.	
Date Appeal Responded to	date:
(please mark column B	Still pending
with an X if still pending):	
Link to Appeal Response:	
Appeal Process used	
(please describe	
mechanism used in a few	
sentences):	
Is there any judicial review associated with this	Yes (if yes please describe):
	INO
Appeal	Still Pending
Resolution (please mark	Full Correction
appropriate choice with an	Partial Correction
X in column B):	No Correction
	Disclaimer added to information on website
	Request was handled under a different process (please describe below):
	Changes, other than those requested were made (please describe below):

Agency/SubAgency	
Receiving	
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Concolor Request	
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Agency Request Name or	
Number (if applicable):	
Link to Correction Request	
Ellik to concetion request	
Requestor	Private Individual
Affiliation (please mark	Trade Group (.com)
appropriate choice with an	Trade Group (.org)
X in column B):	Corporation
	Law Firm on behalf of:
	Individual
	.com
	.org
	Other (please describe):
	Other (please describe).
Date Received:	date:
Date Received.	bate.
Date Responded to	date:
(please mark column B	Still pending
with an X if still pending):	
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Link to Agonov Boononce:	
Link to Agency Response:	
Request	Still Pending
Resolution (please mark	Full Correction
appropriate choice with an	Partial Correction
	No Correction
X in column B):	
	Disclaimer added to information on website
	Request was handled under a different process (please describe below):
	Changes, other than those requested were made (please describe below):
Information requested to	Brochure
be changed is found in	Database
(mark column B with an X	Fact Sheet
for all that apply):	Report
	Risk Assesment
	Final Rule
	Proposed Rule
	Website
	Other (please describe below):
Has An Appeal been filed?	Yes

	No
	filed in FY07 on an FY03, FY04, FY05, or FY06 request please
<u>complete the rest of t</u> Link to Appeal Request:	his form (otherwise leave blank):
Date of Appeal request:	date:
Date Appeal Responded to	
(please mark column B with an X if still pending):	Still pending
with an A it still pending).	
Link to Appeal Response:	
Appeal Process used	
(please describe	
mechanism used in a few	
sentences):	
Is there any judicial review	Yes (if yes please describe):
associated with this	No
Appeal	Still Donding
Resolution (please mark	Still Pending Full Correction
appropriate choice with an	Partial Correction
X in column B):	No Correction
	Disclaimer added to information on website
	Request was handled under a different process (please describe below):
	Changes, other than those requested were made (please describe below):
	Changes, other than those requested were made (please describe below).

	or request you must menude description of the correction request and appeal.
Agency/SubAgency Receiving Correction Request	n/a
Agency Request Name or Number (if applicable):	n/a
Link to Correction Request	2/2
Link to Correction Request	t n/a
Paguastar	Private Individual
Requestor Affiliation (please mark	Trade Group (.com)
appropriate choice with an	
X in column B):	Corporation Law Firm on behalf of:
	Individual
	.com
	lorg
	Other (please describe):
Date Received:	date: n/a
Date Responded to	date: n/a
(please mark column B	Still pending
with an X if still pending):	
Link to Agency Response:	n/a
Request	Still Pending
Resolution (please mark	Full Correction
appropriate choice with an	Partial Correction
X in column B):	No Correction
,	Disclaimer added to information on website
	Request was handled under a different process (please describe below):
	Changes, other than those requested were made (please describe below):
Information requested to	Brochure
be changed is found in	Database
(mark column B with an X	
for all that apply):	Report
	Risk Assesment
	Final Rule Proposed Rule
	Proposed Rule
	Proposed Rule Website
	Proposed Rule
	Proposed Rule Website
Has An Appeal been filed?	Proposed Rule Website Other (please describe below):

	No
	n filed in FY07 on an FY03, FY04, FY05, or FY06 request please
	this form (otherwise leave blank):
Link to Appeal Request:	n/a
Date of Appeal request:	date: n/a
Date Appeal Responded to	date: n/a
(please mark column B	Still pending
with an X if still pending):	
Link to Appeal Response:	n/a
Appeal Process used	
(please describe	
mechanism used in a few	n/a
sentences):	
Is there any judicial review	Yes (if yes please describe):
associated with this	No
Appeal	Still Pending
Resolution (please mark	Full Correction
appropriate choice with an	Partial Correction
X in column B):	No Correction
	Disclaimer added to information on website
	Request was handled under a different process (please describe below):
	Changes, other than those requested were made (please describe below):