Dear (Student Name),

The (School or District Name) needs your help!

Now that you have been out in the world for a while, we want to hear how you are doing so that we can make high school a better place for future high school students.

In this envelope you will find a quick survey that we hope you will fill out and mail back to us. You can use the stamped envelope we have provided. You might remember that we told you last year that we would be contacting you to see how you are doing.

Answering the 9 survey questions will take you about 5 minutes. Please mail the survey back to us no later than September 1, (Year).

Teachers will use your answers to learn what they can do to help other youths get jobs and go to school after high school. Your answers will be kept private. No one will share your name or answers with anyone else.

If you would rather talk to someone on the phone instead of mailing this survey, please call (Name) at (Phone Number) between the hours of (Hours), Monday through Friday.

If you would rather answer the survey electronically, please tell us by sending an email with the subject line After High School Survey to (Name) at (Email Address). (Name) will then email you the survey questions.

If you would rather talk to someone in person, please come visit us in the (Location) between the hours of (Hours), Monday through Friday. Ask to speak with (Name).

We want to hear from you. What you have to say is really important. Please help us by answering this survey! Thank you for your time.

Questions? Please contact (Name) at (Phone Number) or (Email Address).

Sincerely,

(Name and Title)