



UNITED STATES DEPARTMENT OF EDUCATION  
OFFICE OF POSTSECONDARY EDUCATION

August 2017

Dear Chief Executive Officer:

Any coeducational postsecondary institution that participates in the Federal student financial assistance programs and has an intercollegiate athletic program is required by section 485(g) of the Higher Education Act of 1965, as amended, 20 U.S.C. 1092(g) (also known as the Equity in Athletics Disclosure Act or EADA) to prepare a report containing information regarding intercollegiate athletics. The EADA Report discloses athletic program participation rates and financial support data for a 12-month period and should be made available to students, prospective students and the public. Institutions also must participate in the annual EADA Survey in order to submit these data to the Department of Education.

As in prior years, the EADA Survey will be administered via a Web-based system that can be accessed only by a designated member of your staff. We urge you to promptly appoint someone who is familiar with intercollegiate athletic program participation rates, revenues, and expenses to be responsible for EADA reporting, and to forward the enclosed Registration Certificate to the designated individual. Please ask your appointee to register as soon as the website opens on September 13, 2017, using the new ID and password for this year shown on the Registration Certificate. Once registered, all communications for this survey will go to your appointee by e-mail and she/he will be responsible for your institution's data submission during the September 13, 2017 through October 30, 2017 collection period, including confirming its accuracy and "locking" the data for transmission to the Department of Education. Once your institution's data have been reviewed, they will be made available to the general public at:  
<http://ope.ed.gov/athletics>.

Remember, preparing the EADA Report and the EADA Survey are both required as conditions of your institution's continued participation in the Federal student financial assistance programs. To ensure the timeliness of the EADA Survey, we will contact you again if someone from your institution does not register promptly once the website opens on September 13, 2017. If you need any additional information or have any questions, please contact the survey help desk by phone at 1-888-233-5421 or by e-mail at: [eadahelp@westat.com](mailto:eadahelp@westat.com). More information regarding the EADA Report can be found in Volume 2, Chapter 6 of the Federal Student Financial Aid Handbook.

With your help we anticipate achieving a 100 percent response rate by the close of data collection again this year.

400 MARYLAND AVENUE, S.W., WASHINGTON, DC 20202  
[www.ed.gov](http://www.ed.gov)

*The Department of Education's mission is to promote student achievement and preparation for global competitiveness by fostering educational excellence and ensuring equal access.*

Page 2- Chief Executive Officer:

I appreciate your cooperation and effort in this endeavor, and I look forward to working with you.

Sincerely,

A handwritten signature in black ink, appearing to read "Lynn B. Mahaffie", with a long horizontal flourish extending to the right.

Lynn B. Mahaffie  
Deputy Assistant Secretary for  
Policy, Planning, and Innovation

Enclosure