August 27, 2008

Re: Letter of Intent

Dear Michael Sessa:

We are pleased to submit this letter to notify PESC that the AACRAO SPEEDE Committee and National Transcript Center intend to work collaboratively with the higher education community to develop an XML Functional Acknowledgment standard.

A high-level description of the proposed standard is as follows:

**We intend to develop and eventually submit for approval a national standard for the functional acknowledgment of student transcripts for use between and among education institutions, agencies, and entities working on their behalf.**

Please see the attached Business Case which discusses the historical overview, justification, description of the planned collaboration, and other information.

Sincerely,

Rob Moore
Monterey Sims