September 12, 2008

Michael Sessa
Executive Director
PESC
1250 Connecticut Avenue NW, Suite 200
Washington, D.C. 20036

Re: Letter of Intent

Dear Michael Sessa,

I am pleased to submit this letter to notify PESC that the Electronic Transcript Vendor community intends to work collaboratively with the higher education community to develop the following XML-based standard for Educational Record (Transcript) PDFs.

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

**We propose developing and eventually submitting for approval a standard for exchanging Educational Record (Transcript) PDFs. The standard will focus on creating a standard procedure for embedding and retrieving the XML content within an Educational Record (Transcript) PDF and will define the PESC specifications that will be supported for the XML content.**

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

I am excited and pleased to be a part of this initiative and look forward to our continuing collaboration in pursuit of higher education standards.

Sincerely,

Jim Bouse
Associate Registrar for Technology
Enrollment Services
University of Oregon

Armando Rodriguez
Product Manager
Marketing Department
Xap Corporation
The Business Case for the development of a PESC Standard for a PDF format for the Educational Record (Transcript)

Overview and Justification
With the introduction of the XML Postsecondary Transcript and High School Transcript, momentum has shifted towards electronic transmission and receipt of the Educational Record (Transcript) for both High School and College purposes. The higher education community has pursued data standardization of the Educational Record in EDI, and then in XML.

Some higher education institutions prefer to receive PDFs instead of EDI or XML. The presence of several different PDF formats in the industry has caused some confusion among higher education institutions.

While the transcript information is the fundamental building block of an educational record, the format is not always the same. A PESC standard can help to preserve the structure of the information while allowing the content itself to be fluid. Most importantly, PESC PDF Standards will aid in the transmission of XML encoded data between institutions to support integration between SIS (Student Information Systems) and external data systems.

Planned Collaboration for Developing the Standard
The work group is to be composed of members of the higher education community, the electronic transcript vendor community, as well as any other party who may be interested in the project.