



**UNITED STATES DEPARTMENT OF EDUCATION**

Compl. Ex. 5

OFFICE OF MANAGEMENT

Office of the Chief Privacy Officer

**July 3, 2018**

Robyn K. Bitner  
National Student Legal Defense Network  
1015 15th Street NW  
Suite 600  
Washington, DC 20005

**RE: 20 -DAY NOTIFICATION**

Dear Robyn K. Bitner:

The Department of Education's goal is to respond to FOIA requests within 20 business days of receipt of your request. As your request seeks documents that will require a thorough search by the office your request was assigned to, the Department will not meet the 20-working-day timeframe.

For your information, the Department receives an overwhelming amount of FOIA requests, some of which are complex and voluminous that requires a line-by-line review of hundreds or even thousands of pages of documents. Requests are processed on a first-in-first-out basis.

The Department regrets the delay and apologizes for any inconvenience this may cause you. Please be assured that your request will be processed as soon as possible.

If you haven't received your responsive documents within 30 days from receipt of this letter, please check on the status of your request on the Department's FOIA Web page at <http://www2.ed.gov/policy/gen/leg/foia/foiatoc.html> and click on the **Requests Status Log** link under "More Resources."

You have the right to seek further assistance from the Department's FOIA Public Liaison, Robert Wehausen. The Department's FOIA Public Liaison can be reached by e-mail at [robert.wehausen@ed.gov](mailto:robert.wehausen@ed.gov); by phone at 202-205-0733; by fax at 202-401-0920; or by mail at Office of the Chief Privacy Officer, U.S. Department of Education, 400 Maryland Ave., SW, LBJ 2W218-58, Washington, DC 20202-4536, Attn: FOIA Public Liaison.

Sincerely

**Elise Cook**

Elise Cook  
FOIA Analyst, OM/OCPO  
FOIA Service Center

400 MARYLAND AVE., S.W., WASHINGTON, DC 20202-4500  
[www.ed.gov](http://www.ed.gov)

*Our mission is to ensure equal access to education and to promote educational excellence throughout the Nation.*