To copy into email and on the survey. Review for dates, updated information, etc.

SUBJECT LINE: From Dr. Cecelia Brown-Annual Student Survey Request

Dear OU SLIS MLIS Student-

I hope you have had a great Spring semester and are looking forward to wonderful Summer whatever you will be doing!

I am emailing to invite you to participate in The School of Library and Information Studies annual graduate student evaluation.

As the **ONLY** American Library Association accredited school in the state, we are required by both ALA and the O.U. Graduate College to evaluate the progress of graduate students every year.

The most critical component of this evaluation is the information gathered from **YOU** through this survey. Your responses to this survey are important in assisting your faculty advisor in completing your annual evaluation as well as providing the School with valuable feedback from all students, which will be used to improve the quality of the program and give you the course options you want and need to meet your professional goals. To complete the survey, simply click on the link above, fill in your responses, and submit your survey. **Please complete and submit the survey by Friday, April 26th at 5:00 p.m.**

Survey link: [http://oucas.qualtrics.com/SE/?SID=SV_9vgXui4oWH3iUmx](http://oucas.qualtrics.com/SE/?SID=SV_9vgXui4oWH3iUmx)

If you are completing all of the requirements for the degree this semester, it is not necessary that you complete this survey.

You will receive your annual review report by email from Maggie Ryan by the middle of June.
Please contact Maggie Ryan (mryan@ou.edu) or me (cbrown@ou.edu) if you have any questions.

Thanks so much for your time and input!

CB

PS—don’t forget to contact your advisor when enrolling or whenever you have questions about your program plan. Don’t know, or don’t remember, who your advisor is? Contact Ms. Ryan and she will look it up for you!

Cecelia Brown

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