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Subject: Important Information about CRDC Launch Date
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The information below was recently broadcast from the federal Office of Civil Rights ---

Dear Primary Points of Contact:

The new 2013-14 Civil Rights Data Collection (CRDC) system will launch in early February 2015. The official due date for the 2013-14 CRDC will be set no earlier than 75 days after the official launch. Approximately two weeks prior to the official launch of the CRDC system, your school district will receive a letter with the official due date. Once the system launches, you will receive an email from the CRDC system requesting you to verify your email address and create a password to access the website.

We would encourage you to use this time to gather the required data and begin to prepare your submission. Helpful information about preparing for the CRDC is available through the CRDC Resource Center at <https://crdc.grads360.org>, including flat file specifications and worksheets to prepare your data submission. Additionally, the following planning documents may help you prepare for this important data collection:

- 2013-14 CRDC Planning Checklist:
<https://crdc.grads360.org/#communities/pdc/documents/5238>
- How to Organize Submissions:
<https://crdc.grads360.org/#communities/pdc/documents/5592>
- 2013-14 CRDC Data Collection Planning Guide:
<https://crdc.grads360.org/#communities/pdc/documents/5180>
- Excel Data Collection Template, School Form:
<https://crdc.grads360.org/#communities/pdc/documents/5786>
- Excel Data Collection Template, LEA Form:
<https://crdc.grads360.org/#communities/pdc/documents/5787>

If you are new to the CRDC, the Resource Center contains a Starter Kit that provides several tip sheets and responses to frequently asked questions that you might have concerning the CRDC. The Starter Kit is available at <https://crdc.grads360.org/#program/starter-resources>

The CRDC Partner Support Center is also available to answer any questions you may have concerning the data collection process. You can contact the CRDC Partner Support Center by email at crdc@sanamatrix.com or by phone at 844-338-2732.

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