# Federal Level Sample Letter Accessibility - House

*<This is a sample letter template you can use to contact your Representative to urge them to support students and institutions in supporting the reintroduction of AIM HIGH Act in the 116th Congress. To use this letter, you should* ***copy and paste the text below into a new document*** *and replace the highlighted text with information specific to you.*

* *In the second paragraph, you should personalize your letter by providing an example or two of how students you work with benefit from accessibility in educational materials.*
* *You do NOT need to name specific students or indicate the institution you work at.*

*You may also make other changes to the text in the template, to add or remove specific information and tailor your letter to focus on the issues most important to you.>*

March 12, 2019

Dear Representative <Lastname>:

As your constituent living in <Your City>, I am writing today to ask you to support college students in <Your State> and across the country.

As a student affairs professional, I see first-hand how inclusion supports students and improves outcomes. Student affairs is a critical component of the higher education experience, collaborating with colleagues across institutions of higher education to offer students valuable learning opportunities, meaningful social engagements, and safe and inclusive environments. <Insert personal statement or story>

On behalf of our students, I urge you to work with Representatives Phil Roe (R-TN) and Joe Courtney (D-CT) to reintroduce the Accessible Instructional Materials in Higher Education (AIM-HIGH) Act and to work with your colleagues on the House Education and Labor Committee to incorporate similar language in any upcoming legislation reauthorizing the Higher Education Act. The AIM-HIGH Act would establish an independent commission to develop voluntary accessibility guidelines for postsecondary electronic instructional materials. This approach would provide a path forward for institutions to increase accessibility and equal opportunities for students with disabilities in order to serve them better.

The future of our nation’s knowledge economy relies on a college-educated workforce. I am relying on you to do what is right both for <Your State>’s students and our nation as a whole.

Thank you for your attention to this important issue. I look forward to hearing from you about your plans to support our students and institutions of higher education.

Sincerely,

<Your Name>

<Your Address, including Zip Code>