

Dear Correctional Educator:

My name is Crystal Jacobs and I am a doctoral candidate with Capella University's School of Education. The purpose of my qualitative research study is to provide insight into those instructional strategies and educational resources that experienced correctional educators identify as most productive in educating offenders and preparing them for reentry as productive members of society.

I am seeking your assistance in conducting my research into those practices and resources that you, as a correctional educator in the Adult Basic Education (ABE) program, find most successful in working with your students. I am particularly interested in how you assess those strategies and resources as they relate to offenders' ABE Level completions, GED success, and their preparation for reentry.

An informed consent document will be provided to fully explain: planned nature of data to be gathered/reported; and confidential protections, i.e., the plan for secure maintenance and protection of any identifying data by the researcher, both during and subsequent to the study, e.g., maintenance of notes and recordings that could identify the respondent.

Inclusion criteria used to determine eligibility for the study consists of: a licensed teacher, or at minimum, have a Collegiate Professional license; a correctional educator delivering Adult Basic Education (ABE), including General Education Development (GED), instruction in a Department of Corrections (DOC) facility; and a teacher with at least 3 years-experience teaching in a correctional facility. Furthermore, exclusion criteria for the study will include the following: non-instructional staff; staff who teach programs other than the GED program; and staff who do not possess a teaching license and have less than 3 years teaching experience in a correctional facility.

Study procedures will include a one-on-one, audio-taped interview, via video or phone conferencing, about 30-45 minutes in duration, at a date and time decided upon by the researcher and the participant.

Participation is completely voluntary; there are no inducements for participation.

To enroll in this study, please express your interest to me via email at [cjacobs2@capellauniversity.edu](mailto:cjacobs2@capellauniversity.edu). I also invite you to contact me via phone at 757-675-7870 to seek additional information.

I appreciate your consideration in participating.

Respectfully,

Crystal Jacobs  
SOE Doctoral Student  
Capella University