

Announcement

The Office of Private Sector Exchange is preparing for the management review that will be required with the recently published Subpart A (General Provisions) of 22 CFR 62.15(b), which states that “Sponsors of P-3 and P-4 ‘Private Sector’ programs must file a program specific management review (in a format and on a schedule approved by the Department of State).” The Department seeks sponsor input in the timing of the management review process for the Secondary School Student Program category. The Department is currently considering the following timeline:

- **February 15, 2015** - Office of Private Sector Exchange will accept up until this date management review templates and suggestions from the secondary school sponsor community regarding possible management review criteria.
- **On or before Monday, June 1, 2015** –The Office of Private Sector Exchange will issue guidance (template) on management review requirements.
- **June 30, 2015** – The Office of Private Sector Exchange will accept comments from the sponsor community on the management review guidance (template) up until COB June 30.
- **July 17, 2015** – Final management review guidance (template) released.
- **August 30, 2015 through August 30, 2016** – Program period that the first yearly management review covers. Both annual and biennial management reviews should take place for this time period.
- **November 1, 2016** – First management review results will be due from all Secondary School Program sponsors to the Department’s Office of Designation on this date.

Submission frequency –

- *Yearly* management reviews will be required from sponsors whose annual allotment is for 101 or more secondary school students per year in the academic year for which the review is conducted,
- Biennial reviews (every two years) will be required for that program year (e.g. 2015-16, 2017-18, etc.) for sponsors whose annual allotment is between 20-100 secondary school students.
- The Department will not currently require management reviews for sponsors whose annual allotment is for fewer than 20 secondary school students.

The Department encourages sponsors to send existing management review templates they wish the Department to consider as model templates, or suggestions about what the new management review process should include, to JExchanges@state.gov by **February 15, 2015**. The Department will, after such consideration, issue guidance on the timing and details of the management review process for the secondary school program.