To Comment on the Department of Education's Proposed Rule Rescinding Protections for Religious Students

- 1. To leave a public comment go to: <u>https://www.regulations.gov/document/ED-</u> 2022-OPE-0157-0001
- 2. This will take you to the page for the proposed rule "Direct Grant Programs, State-Administered Formula Grant Programs Proposed Rule"
- 3. In the top left of this screen, click the blue box, which says "Comment"
- 4. This will take you to the page where you can "Write a Comment"
- 5. Underneath "Comment" with a red asterisk is a textbox where you can leave a comment up to five thousand characters (this includes letters, numbers, punctuations, and spaces)
 - a. Click where it says "Start typing comment here..." to leave your comment
 - b. This section is mandatory
- 6. Beneath the textbook is a dropdown menu for "What is your comment about"
 - a. This is optional
- 7. Below "What is your comment about" there is a section to "Attach Files"
 - a. This is optional, but you may add up to 20 files can be added here; however, each file cannot exceed 10MB
- 8. Underneath the "Attach Files" is a section to add an email address **THIS CAN BE LEFT BLANK**
 - a. This is optional
- 9. If you decide to include an email, you may select the box next to "Opt to receive email confirmation of submission and tracking number?"
 - a. This is optional
- 10.Beneath the "Email Address" section is "Tell us about yourself! I am..."
 - a. This section is mandatory

- 11.You may chose between "An Individual" or "Anonymous" by clicking on the box for your respective choice
- 12.Click the box "I'm not a robot" by "reCAPTCHA" below the section on "Tell us about yourself! I am..."
 - a. This section is mandatory
- 13. When everything is done click the blue "Submit Comment" box at the very bottom of the page
- 14. This will take you to a new page where you will see "Submitted Successfully!"