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## OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION

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*Improving our future by degrees*

December 16, 2011

To: Presidents of Institutions

Dear Presidents:

Re: 2012 Real Property Master Lease Potential Project Listing

It is time again to request from your institution the listing of potential projects that you are considering to fund through the Real Property Master Lease Program during the calendar year 2012.

The law requires submission of the system-wide listing by this office to the legislative leadership within the first seven days of the legislative session. In order to comply with this criterion, please have your listing submitted to this office no later than close of business Friday, January 27, 2012.

Your listing should include the following components: (1) Name of the institution, (2) Name of the project, (3) Location of the proposed project, (4) Estimated total cost to be financed, and, (5) Brief description of the project.

It is not necessary to have your board approvals for each individual project on the listing at this time; however, it is advisable that you notify your boards of the listing of potential projects being submitted for consideration. At the time of the bond issuance, your board must have formally approved any projects to be included for financing as has been the usual practice in past issuances.

Should you have any questions concerning this request, please contact our office.

Sincerely,

Glen D. Johnson  
Chancellor

GDJ/sm