

Search Institute Profiles of Student Life: Attitudes and Behaviors

Survey Administration Form

(This form must be returned with your completed surveys. Please keep a copy for your records.)

Survey Coordinator Information

Name _____ Title _____
 Org _____ Address _____
 City _____ State _____ ZIP _____
 Phone _____ Fax _____
 Email _____

School Representative Information (if different from above)

Name _____ Title _____
 School _____ Address _____
 City _____ State _____ ZIP _____
 Phone _____ Fax _____
 Email _____

Please provide the following information for each school participating in the survey.

School or Agency Name	City/Town	Zip	County	Grades in Building	Date Admin	Agency Type* (circle one)
_____	_____	_____	_____	_____	_____	Pu Pr R N
_____	_____	_____	_____	_____	_____	Pu Pr R N
_____	_____	_____	_____	_____	_____	Pu Pr R N
_____	_____	_____	_____	_____	_____	Pu Pr R N
_____	_____	_____	_____	_____	_____	Pu Pr R N
_____	_____	_____	_____	_____	_____	Pu Pr R N
_____	_____	_____	_____	_____	_____	Pu Pr R N
_____	_____	_____	_____	_____	_____	Pu Pr R N

What grade levels were surveyed?

(Check all that apply and provide estimated numbers.)

- Grade 6 Estimated # of students in grade _____ Estimated # surveyed _____
- Grade 7 Estimated # of students in grade _____ Estimated # surveyed _____
- Grade 8 Estimated # of students in grade _____ Estimated # surveyed _____
- Grade 9 Estimated # of students in grade _____ Estimated # surveyed _____
- Grade 10 Estimated # of students in grade _____ Estimated # surveyed _____
- Grade 11 Estimated # of students in grade _____ Estimated # surveyed _____
- Grade 12 Estimated # of students in grade _____ Estimated # surveyed _____

*Agency type:

Pu = Public school

Pr = Private, nonreligious school

R = Private, religious school

N = Nonschool agency

(over)

Which of the following methods did you use to select participants?

- All students surveyed in specified grades.
- Random sample of students
Describe method of randomly selecting students: _____

- Random sample of classrooms
Course(s) selected for survey administration: _____

Average number of classrooms selected per grade: _____
Describe method of randomly selecting classrooms: _____

Did you experience any difficulties in conducting the survey? (Check all that apply and fill in the blanks.)

- No
- High absenteeism in grade(s) _____ due to: _____

- Lack of student cooperation due to: _____
- Lack of teacher cooperation due to: _____
- Other: _____

Did you inform parents of the study and/or request signed consent forms?

- No notification/consent process was used.
- Yes, parents were informed of the survey administration.
Describe method used (e.g., newsletter, take-home letter): _____

- Yes, passive consent was used, in which parents were given the option of withdrawing their child from the study.
Grade level(s) for which passive consent was used: _____
Number of consent letters mailed: _____
Number of students withdrawn from the survey: _____
- Yes, active consent was required for students to participate.
Grade level(s) for which permission was required: _____
Number of consent letters mailed: _____
Number of students granted permission to participate: _____

For Office Use Only:			
Date Received: _____	# of boxes returned: _____	# of un-opened packets returned: _____	
Date to DRC: _____	Data Date: _____	Report Date: _____	