



Student Well-being Institutional Support Survey (SWISS) Institution Participation Agreement

- 1)** Participating institution agrees to pay a non-refundable \$500 registration fee and a \$2,000 administration fee for their SWISS administration. The registration fee must be paid before an administration can take place. The administration fee is due within 30 days of the close date of the institution's SWISS administration.

- 2)** Participating institution agrees to provide the Institute for Well-being with a data file containing student first names, last names, and email addresses. SWISS and its researchers are bound by the U.S. Family Educational Rights and Privacy Act (FERPA), and will exercise due care in handling student data. Should SWISS researchers become aware of a data breach, they will notify participating institutions a timely manner.

- 3)** SWISS will send an invitation and three reminder messages to your students, asking them to complete the survey. Student email addresses will not be used by SWISS for any purpose other than recruitment for this survey. Participating institution will have real-time access to survey responses, as well as access to aggregate responses as additional institutions participate during the academic year. SWISS will use the aggregate results from all participating institutions to conduct research on perceptions of institutional support for student well-being.

- 4)** Participating institution name may be identified, but no institution-level responses or individual respondent will ever be identified as part of this research. Participating institutions also agree not to require participation in SWISS by any student, nor to present responses as anonymous rather than confidential. Participating institutions further agree not to intentionally identify individual student responses in their data files.