

College-in-Prison Survey of Student Engagement

Site Permission Request Form

This form provides information and requests permission to collect survey responses from prisoners enrolled in the [INSERT NAME OF CIP PROGRAM]. The purpose of the study is to provide college-in-prison programs with data to evaluate the quality of their educational programs, assess the student experience, and compare the effectiveness of their programs to similar programs across the United States. This is important because there is little to no data currently collected on incarcerated student educational experiences. Collecting this data will help to promote the idea that data collection is a key aspect of a quality education, and the ability to compare data nationally will rapidly enhance a field that has been siloed and lacking in data for several decades.

Research and Administration Personnel. Researchers at the Indiana University Center for Postsecondary Research, Center for Community College Student Engagement at the University of Texas, and the Moreau College Initiative at Holy Cross College are conducting this study. If you have questions about this study, you can contact the researchers at cipsse@iu.edu. Study materials such as the consent form, survey questionnaire, and terms for participation are available on our website at <https://cipsse.iu.edu>. The study has been reviewed and approved by the IU Human Research Protection Program office (IRB Protocol #21520).

[INSERT DESCRIPTION OF THE COLLEGE-IN-PRISON PERSONNEL WHO WILL BE INVOLVED, INCLUDING WHO WILL BE ADMINISTERING THE SURVEY TO STUDENTS]

Recruitment and Communication. All students enrolled in a college-in-prison program are eligible to participate in this study. [INSERT DESCRIPTION OF HOW STUDENTS WILL BE RECRUITED FOR AND COMMUNICATED WITH ABOUT THE STUDY]

Research Setting. [INSERT DESCRIPTION OF WHERE THE SURVEY WILL BE ADMINISTERED]

Data Collection Methods. All students will have the opportunity to complete the College-in-Prison Survey of Student Engagement (CIPSSE). The CIPSSE asks students about their experiences in their college-in-prison program courses and their participation in activities that research has empirically linked to positive educational outcomes. The survey takes about 30 minutes to complete. Participants will respond to the survey one time.

Confidentiality and Consent. Personnel will read an informed consent statement to students as well as provide the statement to the students on paper. College-in-prison officials must present participation in this survey as a voluntary activity; no coercion can be used to increase participation. Students will not sign or provide their name on the consent form or survey questionnaire. Students consent by filling out the survey and returning it. Students who do not

wish to participate can return a blank survey. We will not collect personally identifiable information (name, ID, etc.) as part of this study.

Benefits and Risks to Students. There will be no direct personal benefits to students for taking part in this study, but we hope to learn things that will help future students in college-in-prison programs. *Students will not be paid to participate in this study, and prison officials or parole boards should not take their participation in this study into account in their decisions.*

We will protect student information, but we cannot promise complete confidentiality. We will not connect responses to personally identifiable information such as student names, but an examination of demographic responses by college-in-prison staff might identify them. We instruct college-in-prison program officials that they should not try to identify students when they agree to administer the survey. We will not publicly share any information that could identify students, but we may need to share nonidentifiable responses with other groups for quality assurance or data analysis.

Benefits and Risks to the College-in-Prison Program. College-in-prison programs that participate in this study will receive a suite of reports, a data file of their student responses, and support from researchers for interpreting and using the data.

Researchers may disclose the name of the participating college-in-prison program, but program-specific identifiable results will not be made public except by mutual agreement between researchers and program officials, or in accordance with any applicable law, such as the Indiana Access to Public Records Act.

Request for Permission. We believe this study will allow education professional to identify the hallmarks of quality higher education and will be a valuable resource for emerging college-in-prison programs. By signing below, you are giving permission to college-in-prison program officials and study personnel to conduct this study at [INSERT NAME OF PRISON/PROGRAM]. We will append this completed form to the IU Human Research Protection Program protocol for this study (IRB #21520).

Name:

Title:

Date:

Signature: