

NATIONAL STUDENT CLEARINGHOUSE

National Study of Learning, Voting and Engagement (NSLVE) Participation Authorization Form

The undersigned, as an authorized representative of _____ [institution name] (“Institution”), authorizes and instructs the National Student Clearinghouse (“Clearinghouse”) to use the Institution’s enrollment data for participation in the National Study of Learning, Voting, and Engagement (“NSLVE”). The organization conducting NSLVE on behalf of the Institution is CIRCLE (The Center for Information and Research on Civic Learning and Engagement), based at Tufts University. NSLVE offers colleges and universities an opportunity to measure the voting and registration rates of their students and to study the effectiveness of educational programs increase student civic learning and engagement in democracy.

CIRCLE has a contract with a third-party vendor that collects public voter registration and voting records nationally. The information collected includes whether an individual registered to vote and voted and where; it does not include *how* an individual voted. The Clearinghouse will follow CIRCLE’s instruction in matching student name, date-of-birth, and address with public voter registration and voting records. The Clearinghouse will assemble a de-identified student-level dataset and send it to CIRCLE for analysis. CIRCLE will use this dataset to study student registration and voting rates, along with comparisons with appropriate reference groups. The study results will be provided in the form of a confidential report to the institutions by CIRCLE directly. The report will contain aggregate numbers, not individualized data. CIRCLE will not publicly report results that allow the Institution to be identified, unless the Institution agrees in writing to make its results public. CIRCLE reserves the right to identify the Institution as a participant in NSLVE in outreach materials and publications.

The Institution agrees that the Clearinghouse may use non-directory information under this Agreement pursuant to the Studies Exception, as provided for in the Family Educational Rights and Privacy Act (“FERPA”), 34 CFR § 99.31(a)(6). Specifically, the Clearinghouse may use student name, date-of-birth, and address for the purposes of matching student information with registration and voting records, and the Clearinghouse may include other fields of information as part of the de-identified student-level dataset that will be provided to CIRCLE. Those fields include race/ethnicity, gender, field of study, class level, degree-seeking (yes or no), and full- or part-time status.

The Clearinghouse agrees that the additional personally identifiable information data provided by the Institution may only be used for the study identified in the preceding paragraphs. The Clearinghouse will institute and enforce policies and procedures to protect all personally identifiable information exchanged under this Agreement, to ensure that its use is limited to comply with all applicable law and, in particular, to ensure that any non-directory information provided to the Clearinghouse is not improperly disclosed. CIRCLE will receive only de-identified student information, and it will only allow access to data to individuals within CIRCLE with a need to know, and will take steps to maintain the confidentiality of the non-directory information at all stages of the study, including within any final report(s), by using appropriate disclosure avoidance techniques.

The Clearinghouse agrees to destroy all personally identifiable information (“PII”) received from the Institution when it is no longer needed for the purpose for which the study is being conducted, except for PII which is duplicative of other records which were already in the possession of the Clearinghouse prior to the NSLVE study. Such data destruction shall occur six months after the final report under the study has been provided to the Institution, unless extended by mutual agreement between the Parties.

Please scan a signed copy of this form and email it to NSLVE@tufts.edu

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The Institution authorizes CIRCLE to send the resulting report(s) to the following individual or her/his successor:

Name _____ Title _____ Email _____

The Institution acknowledges that the Clearinghouse will not be responsible for the accuracy of the information provided to it by the third party vendor or the Institution. There will be no charge to the Institution for this study.

This Authorization Form shall remain effective for through August 31, 2018, including the next presidential election cycle, unless terminated in writing by the Institution or the Clearinghouse on not less than thirty (30) days written notice to the other Party. In the event that CIRCLE relocates to another university or NSLVE relocates to a different education researcher, this authorization form will apply.

On behalf of (Institution Name) _____ OPEID (if known) _____

Name (print) _____ Title _____

Email _____

Signature _____ Date _____

On behalf of the NATIONAL STUDENT CLEARINGHOUSE

Name Ricardo D. Torres Title President

Signature  Date 8-16-2016

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