

**Who needs to submit a Survey Request Form**

Any survey that meets any of the following criteria must undergo the Goucher Survey Review Process

- Sent to at least 50 students, alumni, faculty, and/or staff.
- Administered to Goucher students, faculty, or staff populations including random sampling.
- Generalizable to the broader Goucher population of students, faculty, or staff.
- Target specific surveys subpopulations (example: enrollment status, gender, ethnicity, etc.)
- Used for institutional measures and improvement.
- Non-anonymous surveys using individualized links and are distributed via email to 50+ respondents.

[Office of Institutional Effectiveness](#), 2022