

**IDEA** 

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The Feedback System for Administrators is administered online. PDF reports are emailed within ten business days of the conclusion of the survey end date. Feedback System for Administrators surveys will only be administered as part of an institution's official evaluation/feedback process OR with the administrator's consent.

### For more information:

- Visit IDEAedu.org
- Review the <u>Administration Guide</u> and the <u>Best Practices for Administrators</u>
- Request Administrator Surveys

### Assessment and Feedback

## Feedback System for Administrators - Fee Schedule

Effective July 1, 2019 through June 30, 2020

# \$375 per Administrator plus \$2.50 for each individual notified of the survey via email

- Includes online survey delivery, automatic email reminders to respondents, and electronic delivery of reports.
- A \$10 fee will be assessed for each undeliverable email that requires correction.
- There is a \$25 cancellation fee if a campus decides not to proceed after the e-mail addresses have been loaded into the system.
- Optional: Custom Additional Questions-\$50 per Administrator being rated. See the <u>Administration Guide</u> for specific information about additional questions

## Notice

This notice concerning use of materials and services from The IDEA Center is assumed by IDEA to have been accepted by the purchasing party when the purchasing party accepts delivery of IDEA materials and/or services.

- 1. The purchasing party assumes complete responsibility for personnel decisions made using data provided by IDEA, and holds IDEA harmless from any and all liability for injury or damages arising out of the purchasing party's use or non-use of data provided by the Center.
- 2. The purchasing party will permit IDEA to use data produced through this relationship for the purpose of establishing national norms and conducting research, so long as IDEA does not publish data identifying institutions or individuals in those institutions.
- 3. The purchasing party will refrain from designing or acquiring a computer program for producing any reports or instruments in any form for any IDEA Feedback Systems for College and University Administrators.

Emails provided to The IDEA Center will be used solely for the purpose of survey administration.