



Louisiana Center Addressing Substance Use
in Collegiate Communities
Louisiana Board of Regents
1201 North 3rd Street, Suite 6-200
Baton Rouge, LA 70802
phone: 225-342-4253 • fax: 225-342-9318

FORM 2: 2025 Core Survey Response Form

(Please return by Friday, October 11, 2024)

Our current undergraduate enrollment is _____ and our university is requesting _____ surveys, as indicated on the Core Institute chart below.

Undergraduate Enrollment Range	Required Sample Size (Number of Returned Surveys Required)	Number of Students Needed for Email Surveys to obtain required sample	Number of Students Needed for Paper Surveys to obtain required sample
Under 600	600 (everyone)		
600 – 3,000	600	1,800	700
3,001 – 10,000	700	2,100	800
10,000 – 20,000	800	2,400	900
20,000 – 30,000	900	2,700	1,000
Over 30,000	1,000	3,000	1,200

Survey Method:

- ☐ Paper survey in classroom
- ☐ *Online survey through email

Please complete 2nd page of this document

Survey Length:

- ☐ “Long Form” (traditional)
- ☐ “Short Form”

Campus Mailing Address

Liaison's Name/Title: _____

Address 1: _____

Address 2: _____

Address 3: _____

Phone Number for Recipient: _____

Institutional Liaison: _____

Signature

Date

Print name

Return by Friday, October 11, 2024 by email at lacasu@laregents.edu FAX to 225-342-9318.



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FORM 2a: Incentives for Online Survey Response Form
(Friday, October 11, 2024)

NOTE: This form applies to those institutions that will administer the online Core Survey only.

Q1: My institution ☐ **will** OR ☐ **will not** offer incentives for online survey completion.

Q2: Please describe the incentive(s) you plan to offer to participants for completing the online survey:

Q3: We = ☐ **have** OR ☐ **have not** yet completed arrangements with the “sponsor” of the incentive(s).

Q4: We plan to mention availability of the incentive(s)

☐ in our email announcements to students who are part of the random sample

☐ on a “pop-up page” that comes up at the beginning of the online survey.

(Check all that apply.)

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