Welcome to LSSSE 2010 Registration!

Thank you for your interest in the Law School Survey of Student Engagement (LSSSE). Please complete registration before the January 22, 2010 deadline.

During this online registration process, you will be prompted to:

- Provide law school and contact information
- Electronically sign the law school participant agreement

View PDF copy of the complete online registration form

If you have any technical problems during registration, please e-mail lsssecsr@indiana.edu or call 1-877-295-3064.
Law School Survey of Student Engagement

Registration Instructions

Please complete the following pages. We have prefilled some fields with the most recent information available to LSSSE. Please check all the fields carefully and make changes as needed. Unless otherwise designated, all fields are required.

Law School Information

- Formal Law School Name:
- Law School Nickname: *
- City:
- State, Territory, or Province: Select State, Territory, or Province
- Law School Homepage: *

* Your institution nickname should be a commonly used nickname or abbreviation for your institution that is widely recognizable. (E.g., The nickname for Indiana University Maurer School of Law – Bloomington is IU Law). Nickname is used to pre-fill some text in your contact messages and e-mail subject lines in lieu of using the full institution name, for example, "IU Law wants your feedback!".

If you have any technical problems during registration, please e-mail lsssecr@indiana.edu or call 1-877-295-3064.

Continue
Law School Information

Is your law school:
- Public
- Private

Is your school religiously affiliated?
- No
- Yes (Specify religious organization/denomination.)

Is your law school on a Trimester/Quarter schedule?
- Yes
- No

Continue

If you have any technical problems during registration, please e-mail lsssecsr@indiana.edu or call 1-877-295-3064.
Law School Information

Please provide information about your Law School's total JD (or LLB in Canada) student population. Please use Spring 2010 estimates for full-time and part-time students at the 1L, 2L, 3L, and 4L levels. Please enter 0 if there are no students at a given level or enrollment status.

<table>
<thead>
<tr>
<th></th>
<th>Full-time</th>
<th>Part-time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1L</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2L</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3L</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4L</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

If you have any technical problems during registration, please e-mail lsssecr@indiana.edu or call 1-877-295-3064.
Please provide information about your law school academic calendar. LSSSE will use this information to find the best schedule for your school's survey administration.

### Spring Semester Start Date:
Refers to the beginning of the Spring 2010 semester.

<table>
<thead>
<tr>
<th>Select Month</th>
<th>Select Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>January</td>
<td>1</td>
</tr>
<tr>
<td>February</td>
<td>2</td>
</tr>
<tr>
<td>March</td>
<td>3</td>
</tr>
<tr>
<td>April</td>
<td>4</td>
</tr>
</tbody>
</table>

### Spring Semester End Date:
Refers to the last day of class for the Spring 2010 semester.

<table>
<thead>
<tr>
<th>Select Month</th>
<th>Select Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>January</td>
<td>1</td>
</tr>
<tr>
<td>February</td>
<td>2</td>
</tr>
<tr>
<td>March</td>
<td>3</td>
</tr>
<tr>
<td>April</td>
<td>4</td>
</tr>
</tbody>
</table>

### Longest Break Start Date (e.g. Spring Break):
Refers to the start date of Spring Break week, not Easter break or winter break in December or January, etc.

<table>
<thead>
<tr>
<th>Select Month</th>
<th>Select Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>January</td>
<td>1</td>
</tr>
<tr>
<td>February</td>
<td>2</td>
</tr>
<tr>
<td>March</td>
<td>3</td>
</tr>
<tr>
<td>April</td>
<td>4</td>
</tr>
</tbody>
</table>

### Longest Break End Date:
Refers to the end date of Spring Break week, not Easter break or winter break in December or January, etc.

<table>
<thead>
<tr>
<th>Select Month</th>
<th>Select Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>January</td>
<td>1</td>
</tr>
<tr>
<td>February</td>
<td>2</td>
</tr>
<tr>
<td>March</td>
<td>3</td>
</tr>
<tr>
<td>April</td>
<td>4</td>
</tr>
</tbody>
</table>

If you have any technical problems during registration, please e-mail lsssecr@indiana.edu or call 1-877-295-3064.
**LSSSE Campus Contacts**

Your law school will designate two representatives to serve as campus contacts for LSSSE 2010.

**Campus Project Manager:**
- This person will be most directly responsible for preparing survey materials (e.g. invitation and follow-up messages, population files) and coordinating promotional efforts.
- She/he will be the first person we contact when we have questions.
- She/he will receive the Law School Report containing the survey results in June.

**Campus Administrative Contact:**
- This person will provide oversight and coordination for LSSSE on your campus, but will not be directly involved in details of survey administration.
- We will contact her/him if there are urgent questions that need to be resolved when the Campus Project Manager is unavailable.
- She/he must be a different person than your Campus Project Manager.

If you have any technical problems during registration, please e-mail lsssecsr@indiana.edu or call 1-877-295-3064.
Campus Project Manager Information

- This person will be most directly responsible for preparing survey materials (e.g., invitation and follow-up messages, population files) and coordinating promotional efforts.
- She/he will be the first person we contact when we have questions.
- She/he will receive the Law School Report containing the survey results in June.

[Person] is listed in our database as your most recent primary contact for LSSSE. You can select her/him for your Campus Project Manager for 2010, and verify current contact information on the next page. Or, you can select a new person.

- Select [person] as Campus Project Manager
- Select new person as Campus Project Manager

Continue
This person will be most directly responsible for preparing survey materials (e.g., invitation and follow-up messages, population files) and coordinating promotional efforts.

She/he will be the first person we contact when we have questions.

She/he will receive the Law School Report containing the survey results in June.

Prefix:  
First Name:  
Nickname: (Optional)  
Last Name:  
Suffix: (Optional)  
Job Title:  
Office Name:  
Mailing Address: (Please, no PO boxes)  
Second Address Line: (Optional)  
City:  
State, Territory, or Province: Select State, Territory, or Province  
Postal Code: (e.g., 55505 or 55505-4444)  
Country: USA  
Phone: (e.g., 212-555-7777)  
Extension: (Optional)  
Fax: (e.g., 212-555-7777)  
E-mail:  
Please verify e-mail address:  

If you have any technical problems during registration, please e-mail lsssecsr@indiana.edu or call 1-877-295-3064.
Demo version: responses will not be recorded.

**Campus Administrative Contact**

- This person will provide oversight and coordination for LSSSE on your campus, but will not be directly involved in details of survey administration.

  *Administrative contacts will receive copies of all emails related to the survey administration unless the campus project manager changes the default setting after registration approval in early 2010.*

- We will contact her/him if there are urgent questions that need to be resolved when the Campus Project Manager is unavailable.
- She/he must be a different person than your Campus Project Manager.

[Person] is listed in our database as your most recent Campus Administrative Contact for LSSSE. You can select her/him for your Campus Administrative Contact for 2010, and verify current contact information on the next page. Or, you can select a new person.

- Select [person] as Campus Administrative Contact
- Select new person as Campus Administrative Contact

If you have any technical problems during registration, please e-mail lsssecr@indiana.edu or call 1-877-295-3064.
Demo version: responses will not be recorded.

Campus Administrative Contact

- This person will provide oversight and coordination for LSSSE on your campus, but will not be directly involved in details of survey administration.
- We will contact her/him if there are urgent questions that need to be resolved when the Campus Project Manager is unavailable.
- She/he must be a different person than your Campus Project Manager.

Prefix: [Select Prefix]
First Name: 
Nickname: (Optional) 
Last Name: 
Suffix: (Optional) 
Job Title: 
Office Name: 
Mailing Address: 
(Please, no PO boxes) 
Second Address Line: (Optional) 
City: 
State, Territory, or Province: Select State, Territory, or Province 
Postal Code: (e.g., 55505 or 55505-4444) 
Country: USA 
Phone: (e.g., 212-555-7777) 
Extension: (Optional) 
Fax: (e.g., 212-555-7777) 
E-mail: 

Please verify e-mail address: 

Continue

If you have any technical problems during registration, please e-mail lsssecr@indiana.edu or call 1-877-295-3064.
Consortium

Your law school has the option of forming a consortium with other schools participating in LSSSE 2010. Consortia are organized by the schools themselves and facilitated by LSSSE. Based on your law school's student enrollment, your consortium fee will be $300 if you decide to participate in a consortium.

A consortium:

- is a group of six or more participating LSSSE schools
- is organized by the participating schools
- shares comparative, aggregated data within their group
- may ask up to 20 additional questions developed and agreed on by member institutions.

Will you be part of a consortium for LSSSE 2010?

- [ ] Yes
- [ ] No

If you are interested in forming a group or joining an existing consortium, contact the LSSSE Project Manager at lssse@indiana.edu.

If you have any technical problems during registration, please e-mail lsssecr@indiana.edu or call 1-877-295-3064.
There is a nonrefundable law school participation fee of $300 for LSSSE 2010.

Based on the enrollment information that you have provided, your sampling fee will be $.

<table>
<thead>
<tr>
<th>Student Enrollment</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Less than 500</td>
<td>$2700</td>
</tr>
<tr>
<td>500 to 1000</td>
<td>$3700</td>
</tr>
<tr>
<td>More than 1000</td>
<td>$4700</td>
</tr>
</tbody>
</table>

This cost is calculated by combining the participation fee with the sampling fee (determined by your law school's enrollment).

| Participation Fee (nonrefundable) | $300 |
| Sampling Fee                      | $0   |
| **Total Cost**                    | **$0** |

This amount reflects the current charges. Future costs, such as consortium, or workshop participation, have not been included at this time and could increase your total cost at a later date.

**NOTE:** LSSSE invoices in U.S. dollars. In order to avoid a $150.00 special processing fee, payments must be drawn on a U.S. bank in U.S. dollars.

If you have any technical problems during registration, please e-mail lsssecr@indiana.edu or call 1-877-295-3064.
Demonstration version: responses will not be recorded.

Payment Options

My institution will pay via:

- ACH/wire transfer (Please note: the net transfer must be for the complete amount; fees are the responsibility of the participating institution)
- PO/Check

Please send additional payment information to:

- Campus Project Manager
- Campus Administrative Contact
- Other (give details on the next page)

Continue

If you have any technical problems during registration, please e-mail lsssecr@indiana.edu or call 1-877-295-3064.
Billing Contact

Please give the details of the person you would like to receive additional payment information.

Prefix: [Select Prefix]
First Name: 
Nickname: (Optional)
Last Name: 
Suffix: (Optional)
Job Title: 
Office Name: 
Mailing Address: (Please, no PO boxes)
Second Address Line: (Optional)
City: 
State, Territory, or Province: [Select State, Territory, or Province]
Postal Code: (e.g., 55505 or 55505-4444)
Country: [Select Country]
Phone: (e.g., 212-555-7777)
Extension: (Optional)
Fax: (e.g., 212-555-7777)
E-mail: 
Please verify e-mail address: 

Continue

If you have any technical problems during registration, please e-mail lsssecr@indiana.edu or call 1-877-295-3064.
Demo version: responses will not be recorded.

Billing Information

If your institution requires a purchase order number, please enter it here. You can enter this information later if it is not available now, but please check your institution's policies first. Depending on institutional policy, you may be held responsible if you register for services without prior approval from your university.

Purchase Order #: __________________________ Date: ____________ (mm/dd/yyyy)

Continue

If you have any technical problems during registration, please e-mail lsssecsr@indiana.edu or call 1-877-295-3064.
Please confirm your agreement with the following conditions by checking each item.

☐ LSSSE Survey administration protocols adhere to federal regulations pertaining to the protection of human subjects (45CFR46). The LSSSE survey protocol is approved annually by the Human Subjects Committee (HSC) at Indiana University Bloomington. Any changes to the survey protocol for your law school will be reviewed by the IUB HSC. Participants should check with their home institutional review board to ensure adherence to your institutional guidelines regarding the protection of human subjects.

☐ Our law school can use our LSSSE data for institutional purposes.

☐ LSSSE project staff will use the data in the aggregate for national and sector reporting purposes and other law school improvement initiatives. LSSSE may also make data, in which individual institutions and students cannot be identified, available to researchers interested in studying the law school experience.

☐ Our institution will provide a student population data file containing contact information for all JD or LLB students as defined by LSSSE population file guidelines. LSSSE will never use population file data for any purpose other than the LSSSE survey, and will never release contact information to a third party.

☐ LSSSE results specific to my law school and identified as such will not be made public by LSSSE except by mutual agreement between LSSSE and my law school.

☐ By registering for LSSSE 2010, we will be charged a $300 LSSSE Participation Fee that is non-refundable if we withdraw from LSSSE 2010.

Finalize Registration

If you have any technical problems during registration, please e-mail lsssecr@indiana.edu or call 1-877-295-3064.
Thank you for registering for LSSSE 2010. Your registration for LSSSE 2010 has been successfully submitted. Below is a summary of information you entered.

Please print a copy of this registration summary for future reference. You should also receive an e-mail containing this information within the next hour.

### Law School Information

- **Law School Name:**
- **Law School Nickname:**
- **City:**
- **State, Territory, or Province:**
- **Law School Type:** Private
- **Is your school religiously affiliated?** Yes
- **Calendar System:** Semester
- **Total JD/LLB Student Enrollment:**
- **Total Full-time Students:**
- **Total Part-time Students:**
  - 1L (Full-time):
  - 1L (Part-time):
  - 2L (Full-time):
  - 2L (Part-time):
  - 3L (Full-time):
  - 3L (Part-time):
  - 4L (Full-time):
  - 4L (Part-time):
- **Law School Home Page:**

### Campus Project Manager Information

- **Prefix:**
- **First Name:**
- **Nickname:**
- **Last Name:**
- **Suffix:**
- **Job Title:**
- **Office Name:**
- **Mailing Address:**
  - Second Address Line:
- **City:**
- **State, Territory, or Province:**
- **Postal Code:**
- **Country:**
- **Phone:**
- **Extension:**
- **Fax:**
- **E-mail:**

### Campus Administrative Contact Information

- **Prefix:**
- **First Name:**
- **Nickname:**
- **Last Name:**
Billing Information

Purchase Order #: 
Date: 

Consortium

Consortium Decision: 

Participation Fee

The LSSSE Participation Fee of $300 is nonrefundable. 

Total Cost *

Participation Fee: $300
Sampling Fee: $
Consortium Fee: $0
Total Cost: $

* This amount reflects the current charges. Future costs, such as consortium, have not been included at this time and could increase your total cost at a later date. 

Payment Options

My institution will pay via: PO/Check
Please send additional payment information to:

Prefix: 
First Name: 
Nickname: 
Last Name: 
Suffix: 
Job Title: 
Office Name: 
Mailing Address: 
Second Address Line: 
City: 
State, Territory, or Province: 
Postal Code: 
Country: 
Phone: 
Extension: 
Fax: 
E-mail: 


Finalize Registration (Institutional Participation Agreement)

- LSSSE Survey administration protocols adhere to federal regulations pertaining to the protection of human subjects (45CFR46). The LSSSE survey protocol is approved annually by the Human Subjects Committee (HSC) at Indiana University Bloomington. Any changes to the survey protocol for your law school will be reviewed by the IUB HSC. Participants should check with their home institutional review board to ensure adherence to your institutional guidelines regarding the protection of human subjects.
- Our law school can use our LSSSE data for institutional purposes.
- LSSSE project staff will use the data in the aggregate for national and sector reporting purposes and other law school improvement initiatives. LSSSE may also make data, in which individual institutions and students cannot be identified, available to researchers interested in studying the law school experience.
- Our institution will provide a student population data file containing contact information for all JD or LLB students as defined by LSSSE population file guidelines. LSSSE will never use population file data for any purpose other than the LSSSE survey, and will never release contact information to a third party.
- LSSSE results specific to my law school and identified as such will not be made public by LSSSE except by mutual agreement between LSSSE and my law school.
- By registering for LSSSE 2010, we will be charged a $300 LSSSE Participation Fee that is non-refundable if we withdraw from LSSSE 2010.

LSSSE Contact Information

Law School Survey of Student Engagement  
Center for Postsecondary Research  
Indiana University Bloomington  
Eigenmann Hall, Suite 419  
1900 E. 10th Street  
Bloomington, IN 47406-7512  
Link: [http://www.lssse.iub.edu](http://www.lssse.iub.edu)  
E-mail: lssse@indiana.edu

Thank you for registering for LSSSE 2010. Your registration has been forwarded to LSSSE. Please print a copy of this summary for future reference.

Print Registration Summary  
Continue

If you have any technical problems during registration, please e-mail lsssecsr@indiana.edu or call 1-877-295-3064.
For technical questions regarding registration:
E-mail: lsssecsr@indiana.edu
Phone: 1-877-295-3064
Link: Center for Survey Research Home Page

For general LSSSE issues:
E-mail: lssse@indiana.edu
Phone: 812-856-5824
Mail: Law School Survey of Student Engagement
Center for Postsecondary Research
Indiana University
1900 East Tenth Street
Eigenmann Hall Suite 419
Bloomington, IN 47406-7512
Link: Law School Survey of Student Engagement Home Page

If you have any technical problems during registration, please e-mail lsssecsr@indiana.edu or call 1-877-295-3064.
Disclaimer on Fees

- Law school participation fees calculated on this site are tentative. All costs will be finalized after submission of your student data file.
- Law schools will only be charged the LSSSE 2010 participation fee after LSSSE confirms participation.
- Law schools will be contacted individually if there are any questions pertaining to information provided during registration.

Changing Registration Information

- Law schools should contact LSSSE directly to amend any information provided on the LSSSE 2010 online registration process.

Limitation of Liability

- LSSSE and the Center for Survey Research will not be liable for any damages of any kind arising from the use of this site, including, but not limited to direct, indirect, incidental, punitive, and consequential damages.
- The Center for Survey Research is not responsible for examining or evaluating law schools' registration for LSSSE 2010. Therefore, the Center for Survey Research does not assume any responsibility or liability for institutions' registration for LSSSE 2010.
- LSSSE will review registration information and be in contact with you.

Electronic Communications

- When registering for LSSSE 2010 or sending e-mails to us, you are communicating with LSSSE and the Center for Survey Research electronically.
- By doing so, you consent to having both the Campus Project Manager and Campus Administrative Contact from your institution receive communications from us electronically.
- You agree that all agreements, notices, disclosures and other communications that we provide to you electronically satisfy any legal requirement that such communications be in writing.

Please contact LSSSE or the Center for Survey Research if you have further questions.

If you have any technical problems during registration, please e-mail lsssecsr@indiana.edu or call 1-877-295-3064.
Privacy Notice

Information Security

- To protect the security of your data, Secure Sockets Layer (SSL) software is used to encrypt information during transfer.
- If you get an error message that reads "The Internet site you are trying to view uses a security certificate that was signed by an unknown authority. This page cannot be viewed," this indicates that your Internet browser is out of date. These pages are best viewed using either Internet Explorer version 6.0 and above or Netscape version 7.2 and above.
- It is important for you to protect against unauthorized access to your registration information. Be sure to click on the "Close Window" button at the end of the registration to prevent unauthorized access.

Data Management

- LSSSE staff will use the LSSSE data in aggregate form for national reporting purposes and other legal education initiatives (e.g., scholarly papers). LSSSE may also make data, in which individual law schools and students cannot be separately identified, available to researchers interested in studying the law school experience.
- Participating law schools can use their own LSSSE data for institutional purposes.
- LSSSE results specific to law schools and identified as such will not be made public by LSSSE except by mutual agreement between LSSSE and each law school.

Please contact LSSSE or the Center for Survey Research if you have further questions.

If you have any technical problems during registration, please e-mail lsssecsr@indiana.edu or call 1-877-295-3064.