

## **SAM Participation Agreement**

The institution will participate in the Student Achievement Measure (SAM) Project and report the SAM progress and success metrics within the SAM reporting framework. As a participant, the institution agrees to following conditions set by the Executive Director.

The goal of SAM is to collect and publish progress and completion rates for participating institutions of higher education on the SAM website

The Executive Director is responsible for:

- Announcing when the next annual collection opens and closes
- Managing and securing the data that are submitted
- Publishing the metrics submitted by the institution on the SAM website

Institutions are responsible for submitting the necessary files to SAM and managing their institutional profiles on the SAM website. Institutional data files may include the following data:

- SAM Associate/Certificate Model – Four outcomes will be reported for each cohort:
  - Graduated from reporting institution
  - Enrolled at reporting institution
  - Transferred to subsequent institution
  - Current status unknown
- SAM Bachelor's Model – Five outcomes will be reported for each cohort:
  - Graduated from reporting institution
  - Enrolled at reporting institution
  - Transferred/Graduated from subsequent institution
  - Transferred/Still enrolled at subsequent institution
  - Current status unknown
- SAM Stacked Credentials Model – Five outcomes will be reported for each cohort:
  - Graduated with a 2-year credential
  - Graduated with a 4-year credential
  - Enrolled at any institution
  - Current status unknown

### **Conditions of Participation**

Participation in SAM is a voluntary activity. Any postsecondary institution is eligible to participate in the SAM Project. Participating institutions may use the SAM logo on the institution's public website with a link to the SAM website.

Each institution is responsible for the data that is submitted to SAM. The institution understands and agrees that the American Association of Community Colleges (AACC), the American Association of State Colleges and Universities (AASCU), the American Council on Education (ACE), the Association of American Universities (AAU), the Association of Public and

Land-grant Universities (APLU), and the National Association of Independent Colleges and Universities (NAICU), their officers, employees, and board members, any SAM Advisory Committee officers and members, the SAM Working Group officers and members, the SAM Support and Development Team, and SAM contractors are in service to participating institutions and bear no responsibility for any errors of fact that appear on a participating institution's SAM profile or any data errors supplied or entered by the institution.

If a system of institutions participates as a group, each institution is held responsible separately and individually to the expectations of participation. On behalf of each institutions, a senior official is designated as the representative for the system office. To register each institution in SAM, the senior official provides the Executive Director the required information needed to register each institution in the SAM Project.

An institution may withdraw from SAM participation at any time. After formal notification to the SAM Executive Director by the institution's president or provost, the institution will be taken off the SAM participation list and the institution's SAM profile and the information contained therein will be removed from the SAM website. The Executive Director may notify an institution's president or provost if SAM data are not submitted one month prior to the deadline.

If an institution is unable to submit data due to unusual or extraordinary circumstances and does not wish to end their participation in SAM, the institution may contact the Executive Director. The institution has the right to choose not to publish data that was submitted.

The institution acknowledges that it is receiving value in the form of access to and use of the SAM data, application, and the SAM logo. In return, the SAM Project receives value in the form of the institution's participation and compliance with this agreement.

For the purposes of monitoring and assessing the value of the SAM Project, data provided by participating institutions are reviewed and analyzed. Data are not shared with third-party organizations without the express approval of the SAM Executive Director.

For the purposes of institutional benchmarking and the creation of aggregate student outcomes reports, data provided by participating institutions may, without further notification to or permission from participating institutions, be shared with the VSA Analytics (formerly Voluntary System of Accountability) and/or national associations sponsoring the SAM Project. Data shared publicly under this clause will include a citation to the main SAM Project homepage ([www.studentachievementmeasure.org](http://www.studentachievementmeasure.org)).

All the above terms and conditions constitute an agreement by and between the institution and the SAM Project Executive Director.