

Consent to participate in a Census Bureau session reviewing emails for Group Quarter enumeration

Purpose. The purpose of this pretesting session is to obtain feedback on the quantity and content of the emails the Census Bureau plans to send to college and university administrators who will assist in the collection of census data from their residents using an online census questionnaire.

Approval. This session is sponsored by U.S. Census Bureau and is approved by the Office of Management and Budget (OMB) as indicated by the OMB number 0607-0725 on this form. This OMB number legally certifies this data collection.

Procedures. If you agree to participate, you will be assigned a session time that works with your schedule. Prior to that session you will be sent eleven emails over a two-week time-period. These are the emails we plan to use in the 2026 Census Test. We ask you to read the emails before the session paying attention to anything that is confusing in the emails. At your session time, you will join the session using Microsoft Teams using your device. A Census Bureau researcher will then ask you questions about

- Each individual email – any confusing terminology or instructions. You will have the opportunity to provide feedback on how to improve the email.
- Overall advice on the quantity and timing of the emails

None of the questions will ask you to share any names or other identifying characteristics of your residents.

The session should take between 60 to 90 minutes. If you have any questions about the time needed for the pre-testing or the questions that will be asked, please contact adrm.pra@census.gov.

Audio and Screen Recording. During the session, you will use your camera and computer audio. A screen and audio recording of this virtual session will be captured for quality assurance purposes and to review when summarizing the findings. You will not share your screen.

Confidentiality. This session is being conducted under the authority of 13 U.S.C., Sections 141 and 193. The U.S. Census Bureau is required by law to protect your information (13 U.S.C. § 9 and § 214). The Census Bureau is not permitted to publicly release your responses in a way that could identify you or your group quarter facility. Only research staff from the U.S. Census Bureau working on this project have access to the sessions, either live or through the recording.

Voluntary Participation. Your participation is completely voluntary. Should you feel uncomfortable with any question asked, you do not have to answer it. Participation will not have any adverse effect on your relationship with the Census Bureau.