

**Liberty University, Inc.**  
**Office of Institutional Effectiveness and Research**

**Notice Regarding Confidentiality of Survey Responses**

The Liberty University, Inc. (“University”) Office of Institutional Effectiveness and Research (“IER”) routinely conducts surveys to gather feedback from students and recent graduates about their experiences at the University. This feedback is used by various stakeholders across campus to improve our offerings and services, as well as for University reporting requirements.

The purpose of this notice is to provide transparency about how we protect the confidentiality of your responses and to inform you about situations when identifying information about you may be disclosed within the University and to certain third parties.

**YOUR RESPONSES ARE CONFIDENTIAL, NOT ANONYMOUS**

Surveys identified as “confidential” are not entirely anonymous. Generally, they involve the collection of unique identifying information (e.g., name, address, email address, phone number, etc.) and other identifiers combined with additional information that could be used to identify you. While IER staff has access to such identifying information, this information is purposefully not made available to anyone outside IER. By contrast, an “anonymous” survey does not collect unique personal identifiers or other information that could be used to identify you, making it impossible for IER to associate survey responses with you.

IER will make every effort to keep your responses to IER-administered surveys confidential but does not guarantee that any reply will be completely anonymous. When survey results are reported, your answers are aggregated with other respondents’ responses and presented as a summarized report. Except as provided below, IER will not associate your unique identifying information or other identifying information about you with your survey responses, nor make any public release of such information while using survey results for University purposes. Likewise, open field comments in confidential surveys are not associated with your name or other unique identifying information; however, open field comments are generally reported verbatim and may include personally identifiable information that you voluntarily submit in the comment field.

Confidential survey responses that disclose violations of the *Liberty Way Student Code of Conduct* will not be reported or shared with any identifying information about you unless required by law or University policy.

**EXCEPTIONS TO CONFIDENTIALITY**

In limited circumstances (described below), it may be necessary for IER to reveal the identity of a survey respondent to certain third parties outside of IER:

*Title IX*. Any response that indicates a violation of the [Liberty University Discrimination, Harassment, and Sexual Misconduct Policy](#) may be reported to the Office of Equity and Compliance, including the Title IX Coordinator, along with the identity of the survey respondent.

*Harm to Self/Others*. Comments indicating that a respondent poses a danger to themselves or others may be shared, along with identifying information, with the University’s CARE Team, other individuals within the University, and law enforcement to take appropriate action. Respondents are

encouraged to utilize the proper reporting channel(s) referenced below. The University follows the reporting requirements mandated under Virginia Code 63.2-1509. All employees are required to report any suspected child abuse or neglect of any child under the age of 18 that they know of through their employment capacity regardless of the nature of the abuse or neglect, the identity of the suspected perpetrator of the abuse or neglect or the location in which the suspected abuse or neglect occurred.