



# UCL Student Surveys policy

## Context

**UCL uses a variety of institutional and local surveys to obtain feedback from its students. Whilst some feed into the governance structure, others do not and are used to identify issues within a specific area (e.g. IT provision or satisfaction with a new Library service).**

**While surveys are an established method of obtaining mass student feedback, in many cases other mechanisms may be able to capture the most relevant student feedback more effectively.**

**Any new survey is neither duplicating questions [from other surveys](#), nor asking for information which could be gained from other sources e.g. analytics of library borrowing habits;**

**Any information being sought could not be obtained by the addition of questions to existing UCL wide surveys. Information on how to request this can be found at [www.ucl.ac.uk/student-surveys](http://www.ucl.ac.uk/student-surveys);**

**Where duplication of questions is identified, those proposing to initiate the surveys aim to consolidate their work, reducing the overall number of surveys and increasing response rates;**

**The organisers of any new survey must have considered**

**Who it is going to**

**What questions will be asked;**

**How the responses will be analysed;**

**How the results will be used where they will be shared;**

**How the surveyor will inform the student community of changes implemented in response to the survey's findings.**

**4 In addition, all such surveys must be registered with the Office of the Vice-Provost (Education and Student Affairs) via [studentengagement@ucl.ac.uk](mailto:studentengagement@ucl.ac.uk)**

**Ownership of the policy will sit with the Office of the Vice-Provost (Education and Student Affairs).**