

SAMPLING FORMS

This Annex contains copies of all Sampling Forms needed to document the sampling procedures:

- Sampling Form 1: National Desired Target Population
- Sampling Form 2: National Defined Target Population
- Sampling Form 3: Stratification
- Sampling Form 4: Small Schools
- Sampling Form 5: Sampling Frame Description
- Sampling Form 6: School Tracking Form
- Sampling Form 7: Excluded Schools
- Sampling Form 8: Population Counts by Strata
- Sampling Form 9: Sample Allocation by Explicit Strata
- Sampling Form 10: School Sample Selection
- Sampling Form 11: School Sampling Frame
- Sampling Form 12: Response Rate
- Sampling Form 13: Calculating the School Weights

OECD International Survey of Schools at the Upper Secondary Level
 Sampling Form 1 **National Desired Target Population**

Country:

National Project Manager:

1. Total national enrollment in upper secondary programs listed in Phase I Classification Study: [a]

2. Describe the population(s) to be excluded from the national desired target population (if applicable):

3. Total enrollment excluded from the national desired target population [b]
(corresponding to the exclusions listed in the previous item):

4. Total enrollment in the national desired target population: [c]
box [a] – box [b]

5. Percentage of coverage in the national desired target population: [d]
box [c] ÷ box [a]

6. Describe your data source *(provide copies of relevant tables):*

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 Sampling Form 2 **National Defined Target Population**

Country:

National Project Manager:

1. Total national enrollment in the national desired target population:

[a]

From box [c] on Sampling Form 1

2. School-level exclusions:

Description of exclusions	# of students
TOTAL	[b]

Percentage of school-level exclusions:

$\text{box [b]} \div \text{box [a]}$

%

3. Total enrollment in the national defined target population:

[c]

$\text{box [a]} - \text{box [b]}$

4. Describe your data source (*provide copies of relevant tables*):

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 Sampling Form 3 **Stratification**

Country: _____

National Project Manager: _____

Explicit Stratification

1. List and describe the variables used for explicit stratification.

Explicit stratification variables	# of levels
1	
2	
3	
4	
5	

2. Total number of explicit strata:

Implicit Stratification

3. List and describe the variables used for implicit stratification.

Implicit stratification variables	# of levels
1	
2	
3	
4	
5	

4. Total number of implicit strata:

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Sampling Form 4 **Small Schools**

Country:

National Project Manager:

Total enrollment	
Total # of schools	
ASEC	
ASEC4	

1. Enrollment in small schools:

Type of school based on enrollment	# of students	Percentage
In-program school enrollment < ASEC4		[a]
In-program school enrollment \geq ASEC4 and < ASEC		[b]
In-program school enrollment \geq ASEC		[c]
TOTAL		100 %

2. If the percentage in box [a] is less than 2%, then these small schools can be excluded from the national defined target population. Be sure to record this exclusion on *Sampling Form 2*, item 2.

box [e] < 2%? Yes or No

3. If the percentage in box [c] is 90% or more, then all schools should remain in the national defined target population and be subject to normal school sampling.

box [c] \geq 90%? Yes or No

4. If the percentage in box [c] is less than 90%, then small schools (enrollment < ASEC4) should form an explicit stratum. Be sure to record this level of explicit stratification in *Sampling Form 3*, Item 1. Please consult with AIR to determine an appropriate sample for this stratum of small schools.

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 Sampling Form 5 **Sampling Frame Description**

Country:

National Project Manager:

1. Specify the type of school sampling frame to be used.

- Single-level sampling frame
- Double-level sampling frame
- Other (*please describe*):

2. Specify the school measure of size (MOS) to be used.

- Total student enrollment in the target programs in the given school
- Total student enrollment in the target school
- Average student enrollment per grade
- Number of classrooms in the target school
- Other (*please describe*):

3. Specify the school year for which enrollment data will be used for the school MOS.

4. If a double-level sampling frame is to be used, please provide a preliminary description of the information available to construct this frame. Please consult with AIR for support and advice in the construction and use of a double-level sampling frame.

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 Sampling Form 6 **School Tracking Form**

Country:

National Project Manager:

Explicit Stratum:

	(1) USSS School ID	(2) School MOS	(3) Name, Address, and Telephone # of School	(4) Name and Telephone # of School Coordinator	(5) Status*	(6) Date Materials Sent	(7) Date Materials Received
Sampled School							
First Replacement School							
Second Replacement School							

* Enter "N" for non-participating schools. A check mark (✓) indicates the participating school.

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 Sampling Form 12 **Response Rate**

Country:

National Project Manager:

1. Originally selected schools

[a] Total selected schools	[b] Original participating schools	[c] School response rate [c] = [b] ÷ [a]
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2. Total sample

[d] Total selected schools	[e] Total participating schools including replacements	[f] Study response rate [f] = [e] ÷ [d]
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