

GYTS Letter of Support

DATE: **[Date]**

TO: **[Official of school department/district]**

FROM: **[Name]**
[Title]
[Implementing Agency]

SUBJECT: The Global Youth Tobacco Survey in **[Country]**

ACTION REQUESTED: Administration of the Global Youth Tobacco Survey (GYTS) in **[Country]**, **[Date]**

On **[Date]**, the **[Name of Implementing Agency]** will be coordinating administration of the Global Youth Tobacco Survey (GYTS) in **[Country]** for students in **[Grades]**. Students in randomly selected schools throughout **[Country]** will be asked to participate in this important survey. One or more schools in your district were randomly selected as part of the country-wide sample.

It is imperative that **[Country]** obtain data on the knowledge, behaviors, and attitudes toward tobacco and an assessment of other influences that might make youths susceptible to tobacco use in the future. GYTS was developed by the World Health Organization (WHO) with assistance from the U.S. Centers for Disease Control and Prevention (CDC). The survey information is essential for measuring the effectiveness of tobacco prevention and education programs. *This information will not be used to make comparisons between schools or school districts in **[Country]**.*

To minimize the impact on schools' instructional programs, only a small number of classes/sections will be randomly selected in each identified school. The survey should take only 30-45 minutes to complete and anonymity will be protected. A copy of **[Country's]** GYTS questionnaire is included for your reference.

A member of **[Country's]** GYTS Team will be contacting each school to confirm participation. Once confirmed, the survey team will work with the school to schedule a time for survey administration.

Your support and endorsement of this survey will expedite this extremely important effort. If you have any questions, please feel free to contact **[Name, Office, Telephone number, and Email]**.

Sincerely,

[Name] [Title]
[Implementing Agency]
[Contact Information]