

## Informed Consent Form (Sample Template)

**Informed Consent Form** - An important component to any submission to the IRB committee is the informed consent form. This form is used by the researcher to document that the subject(s) were aware of the requirements of the study and that they were aware that they could refuse to participate or withdraw at any time up until publication of the project. Therefore, it is important that this document contain adequate information so that the subjects can make an informed decision regarding participation.

### [PROJECT TITLE]

#### Participant

[Participant Name]

[Participant Address]

#### Prospective Research Subject

Read this consent form carefully and ask as many questions as you like before you decide whether you want to participate in this research study. You are free to ask questions at any time before, during, or after your participation in this research.

You are invited to participate in a *research*<sup>1</sup> study designed to investigate . . .

[Student/Researcher], a doctoral student at Aspen University, CO is conducting this study. You were selected as a possible participant because . . .

Please read this form and ask any questions you may have before agreeing to participate.

#### Background Information

This investigation seeks to . . .

#### Procedures

Participation entails . . .

You would be asked to provide a pseudonym to replace your personal name. Only anonymous demographics would be used in this study. Providing your address or e-mail would make the findings of the study available to you once documented. The results of this study would be used to . . .

#### Confidentiality

The records of this study would be considered *private information*<sup>2</sup>. In any sort of report that might be published, no information would be included that would make it possible to identify a participant. Only the student/researcher would keep and safeguard the research records.

#### Voluntary Nature of this Study

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<sup>1</sup> **Research** herein means a systematic investigation utilizing a *human subject(s)* to perform research development, testing, and/or evaluation to contribute to generalizable knowledge. **Human subject** herein means a living individual about whom an investigator (whether professional or student) conducting research obtains data through *interaction* with the individual. **Interaction** herein includes communication or interpersonal contact between investigator and subject.

<sup>2</sup> **Private information** herein means information ascertained by the investigator and constitutes research involving human subjects. Private information includes information about behavior that occurs in a context in which an individual can reasonably expect that no observation or recording is taking place, and information which has been provided for specific purposes by an individual and which the individual can reasonably expect would not be made public.

Your decision whether to participate would not affect your current or future relationship with the student/researcher or the associated University. If you decide to participate, you are free to withdraw at any time without prejudice. You will also be provided with a copy of the concluded dissertation so that you have an opportunity to examine the way the data is being applied.

**Compensation**

Participation in this study is completely voluntary. You would not receive monetary compensation or reward for your participation. The personal benefits of your participation are as mentioned in the following section.

**Benefits of Participating in this Study**

The possible benefits to participating in this study are . . .

**Risks of Participating in this Study**

There is minimal risk to participating in this study, meaning that the risks of harm anticipated in the proposed research are not greater than those ordinarily encountered in daily life. If you experience some emotional discomfort after your participation, you are invited to contact the student/researcher at the telephone number or e-mail address listed in the following section to discuss your reactions.

**Contacts and Questions**

You may ask any questions you have by contacting the researcher by telephone at [phone number] or by e-mail at [e-mail addresses of both researcher student and dissertation Chair].

**Statement of Consent**

I have read the information herein, I have asked questions and received answers, and I have received a copy of this form. I consent to participate in this study.

\_\_\_\_\_  
Participant/Subject

\_\_\_\_\_  
Date

**Student/Researcher Statement**

All information contained herein is accurate. I have provided the participant with a copy of this form.

\_\_\_\_\_  
Student/Researcher

\_\_\_\_\_  
Date

**PARTICIPANT COPY**