Information about Being in a Research Study

Texas A&M University-Commerce

**Title of the Research**

**Description of the Study and Your Part in It**

(Insert the Principal Investigator’s name here, along with the student’s name if the research is being performed by a student under the direction of the Principal Investigator) are inviting you to take part in a research study. (PI’s name) is a XXX at Texas A&M University-Commerce. (Student’s name) is a student at Texas A&M University-Commerce. The purpose of this research is (explain the purpose of the study in easily understood language).

Your part in the study will be to (describe the procedures to be followed in easily understood language) , including a brief description of what type of information participants will be asked to provide, e.g. “you will be asked to complete a survey that asks about your beliefs about . . .”).

It will take you about (provide an estimate of the expected duration of the participant’s participation in the study) to be in this study.

**Choosing to Be in the Study**

You do not have to be in this study. Participation is voluntary. You may choose not to take part and you may choose to stop taking part at any time without penalty. You will not be punished in any way if you decide not to be in the study or to stop taking part in the study. (If you will be collecting data from students of any of the researchers, include the following statement: “If you decide not to take part or to stop taking part in this study, it will not affect your grade in any way.”)

**Risks and Discomforts**

Please describe any reasonably foreseeable risks, if you study falls into “minimal” category, please state “there will be minimal risks, no more than that expected in daily life.” OR “There are certain risks or discomforts that you might expect if you take part in this research. They include…” (describe any reasonably foreseeable risks or discomforts to the participant. You may also describe the measures you will take to minimize these risks and discomforts).

**Possible Benefits**

(Describe any benefits to the participant and to others that may reasonably be expected from the research.) OR We do not know of any way you would benefit directly from taking part in this study. If appropriate, add: However, this research may help us to understand (limit to a brief statement).

**Incentives**

(Describe any incentives being offered to encourage participation [e.g., money, gifts, course credit].) **[If you are not offering incentives, please state “no financial or other compensation will be offered”.]**

(If you are offering course/extra credit for research participation, you must indicate here that the same course/extra credit is available for a non-research activity that involves the same effort and time investment. You may either describe this alternative here or refer the student to someone for further information.) **[If you are not offering course/extra credit for research participation, you may leave out this paragraph.]**

**Protection of Privacy and Confidentiality**

(Describe the extent to which confidentiality of records identifying the participant will be maintained.) If appropriate, precede this description with: We will do everything we can to protect your privacy and confidentiality. We will not tell anybody outside of the research team that you were in this study or what information we collected about you in particular.

We might be required to share the information we collect from you with the Texas A&M University-Commerce Office of Sponsored Programs and the federal Office for Human Research Protections. If this happens, the information would only be used to find out if we ran this study properly and protected your rights in the study. [If your study is funded, add the name of your funder into the list of organizations that might access the study data. Please also state how long the data will be retained after the study is concluded. [The recommended minimum length of time to retain data is three years]]

(Please state where the data will be stored and who will have access to all data to ensure confidentiality.)

**[Choose ONE of the following statements that best describes the disposition of data if a subject chooses to withdraw:]**

You may choose to stop taking part in this study after today. If you do, we will not collect any more information from you. However, we would keep and use the information we had already collected from you.

You may choose to stop taking part in this study after today. If you do, we will remove your information from the study. However, if we have already completed our research analysis, we will not be able to remove your information from the study.

**Contact Information**

If you have any questions or concerns about this study or if any problems arise, please contact the researcher at

(insert the Principal Investigator’s name here)

Department of……

Texas A&M University-Commerce

xxx-xxx-xxxx

….@tamuc.edu

If you have any questions or concerns about your rights in this research study, please contact the IRB Chair at

Dr. Lucy Pickering

Chair, Institutional Review Board (IRB)

Department of Literature and Languages

Texas A&M University-Commerce

Commerce, TX 75429-3011

IRB@tamuc.edu

**Consent**

**The signature below affirms that the undersigned is at least 18 years old, has received a copy of this consent form, has understood the above information, and agrees to voluntarily participate in this research.**

Participant’s signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

A copy of this form will be given to you.

(When appropriate, the consent document should include the following additional information.) **Please delete the material on this page upon completion of the consent document to assure appropriate page numbering.**

1. Experimental procedures: Identification of any procedures which are experimental.

2. Alternative procedures or treatments: A disclosure of appropriate alternative procedures or courses of treatment, if any, that might be advantageous to the participant.

3. Research-related injury: For research involving more than minimal risk, identification of the person to contact in the event of a research-related injury, an explanation as to whether any compensation and any medical treatments are available if injury occurs and, if so, what they consist of, or where further information may be obtained.

4. Unforeseeable risks: A statement that the particular treatment or procedure may involve risks to the participant (or to the embryo or fetus, if the participant is or may become pregnant) which are currently unforeseeable.

5. Termination of participation by the investigator: Anticipated circumstances under which the participant’s participation may be terminated by the investigator without regard to the participant’s consent.

6. Additional costs: Any additional costs to the participant that may result from participation in this research.

7. Consequences of discontinuing research participation: The consequences of a participant’s decision to withdraw from the research and procedures for orderly termination of participation by the participant.

8. Notification of significant new findings: A statement that significant new findings developed during the course of the research that may relate to the participant’s willingness to continue participation will be provided to the participant.

9. Approximate number of participants: The approximate number of participants involved in the study.

10. Exclusion requirements: Any pre-existing conditions (e.g., pregnancy) or other factors (e.g., age) that might exclude a potential participant from participation in the study.