

# Vancouver Island University Research Involving Humans

## RESEARCH CONSENT FORM DESCRIPTION

You will find a RESEARCH CONSENT FORM described below. Following the description you will find an example. The bold, italicized words are meant as a guide and are not to be included on an actual consent form. Both the investigator and the participant should get a copy of the consent form. Please follow the format as identified. *Credit is given to Daphne Maurer (1999) for these suggestions.*

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### Research Consent Form

**Title of project** (clear and concise)

**Identity of researchers** (name, department, affiliation, role in research project, supervisor's name, contact number, *and e-mail address*)

**Purpose of research** (brief description of the purpose explains the topic that is being explored and why the research is being done)

**Description of research** ( a step-by-step description of the research as it will be experienced by the research participant including the length of the participation; the participant should have a clear understanding of how involved he/she will be so he/she can make an informed choice about participation).

**Potential harms/benefits** (describe all foreseeable harms, including physical, psychological, emotional harms or inconveniences-if there are known harms these need to be described in easily comprehensible language- in any case there should be a statement acknowledging the possibility of unforeseen harms; potential benefits should be described as accurately as possible as well)

**Confidentiality** (important for the prospective research participant to know who will have access to the research data and how data will be stored; *when and how the data will be destroyed*; or whether the data will be available to other researchers for examination. When there are plans to use identifying information like photographs this should be disclosed and there should be a separate form for this identifying information; in rare instances it will not be possible to ensure confidentiality because of mandatory reporting laws, for example suspected child abuse, when this is the case, the participant should be aware of this limitation)

**Participation** (participation is voluntary; participant must be told explicitly that he/she has the right to refuse participation and that the decision to participate is not binding. It is important to make it clear they can withdraw at any time, for any reason, without negative consequences).

**Concerns About your Treatment in the Research** If you have any concerns about your treatment as a research participant in this study, please contact the VIU Research Ethics Officer, by telephone at 250-753-3245 (ext, 2665) or by email at reb@viu.ca.

**Feedback to Participants** *Should be a statement regarding how the study results will be reported, and whether the participants will be identifiable.*

**Consent** (brief paragraph stating the participant has read and understood the information, understands he/she can ask questions in the future, and indicates free consent to research participation by signing the consent form)

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## RESEARCH CONSENT FORM (Example)

### "FACTORS ASSOCIATED WITH ACADEMIC SUCCESS" September, 1999

Slade Grade,  
Psychology Student,  
Vancouver Island University  
slade.grade@viu.ca

Lloyd Freud, Ph.D., Supervisor  
Department of Psychology  
Vancouver Island University  
(250) 753-3245, local 0000

**(Purpose)** I am a student in a university-level research methods course. This course requires us to gain applied experience in designing and conducting research. As such, I have designed a research project to study the relationship between a number of factors and academic success.

**(Description)** During this study, you will be asked to complete a number of brief questions concerning your personal experiences with factors such as perceived social support, financial situations, family responsibilities, and past academic performance. You will also be asked for some demographic information (gender, age, etc). Your participation will require approximately 30 minutes of your time.

**(Potential harm)** There are no known harms associated with your participation in this research. And the potential benefits are.....

**(Confidentiality)** All records of participation will be kept strictly confidential, such that only I and my supervisor will have access to the information. Data will be stored in a locked filing cabinet within my supervisor's office. Data will be destroyed by shredding at the end of the project, approximately ..... Electronic files will also be deleted at that time. The results from this study will be reported in a written research report and an oral report during a class presentation. Information about the project will not be made public in any way that identifies individual participants.

**(Participation)** Your participation is completely voluntary. You may withdraw at any time for any reason without explanation and without penalty. You may choose not to answer any question for any reason.

**(Concerns About your Treatment in the Research)** If you have any concerns about your treatment as a research participant in this study, please contact the VIU Research Ethics Officer, by telephone at 250-753-3245 (ext, 2665) or by email at reb@viu.ca.

If you have any questions about this research project, or would like more information, please feel free to contact me at the e-mail address below:

Slade Grade,  
Psychology Student,  
Vancouver Island University  
slade.grade@viu.ca

**(Consent)** I have read the above form, understand the information read, understand that I can ask questions or withdraw at any time. I consent to participate in today's research study.

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Participant's Signature

Date