**Note:** This consent form is merely a template. Researchers should adapt the form to accurately reflect their research project. Italicized text should be replaced in the final version with the appropriate information.

* Red text indicates information that is necessary for all consent forms.
* Blue text indicates optional sections that may or may not be necessary for a given study, and in these sections
* Violet text should be replaced with the appropriate information.

All information in the consent form should be written inlanguage that participants are able to comprehend. (For adults, generally a grade 8 reading level*.*)The colour of all text should be changed to black and all instructions removed before the form is provided to potential participants.

## Consent to Participate in the Study

***[Title of the study]***

***[study start date]* – *[study end date]***

Conducted by *[name of the principal researcher(s)]*

 *[principal researcher(s) role or job title]*

 *[principal researcher’s institution and department]*

Contact information: *[researcher’s institutional telephone number and email address]*

Along with *[name of the co-researchers (if any)]*

Under the supervision of *[name of the supervisor* (*where necessary*)*]*

For the course *[in the case of course-based research, course code and title]*

With funding provided by [*name of any other organizations funding the study]*

As part of a multi-site research project directed by [*name and institutional affiliation of the coordinating researcher(s)]*

**I understand that am invited to participate in the research study named above.**This the study is intended to *[Clearly and briefly summarize the study’s purpose and objectives.]*. **By signing this form in the space provided at the end, I indicate my agreement to participate in the study.**

**What Will Participation Involve?**

My participation will consist of *[List all study activities in which participants will be asked to take part. Describe each activity as it will be experienced by the participant and avoid technical jargon. For each activity, include the number of sessions and the expected length of time for each session. Provide a schedule of dates on which these activities have been planned. If specific dates are not yet established, provide at least the starting date and overall duration].*

*[Include details of any plan to recontact participants for follow-up sessions or subsequent related studies. Note that consent to participate in this study does not imply an agreement to participate in any such related studies.]*

**Are There Significant Risks?**

My participation in this study will entail that *[List any study activities involving more than minimal risk. E.g., “I volunteer very personal information”],* and this may cause *[Describe potential negative experiences or other consequences of those study activities, whether emotional, psychological, physical, social, economic or other]*. I have received assurance from the researcher that every effort will be made to minimize these risks by *[Describe what measures will be taken to minimize such risks]*.

*[Alternately, if the study does not entail more than minimal risk to participants, include the following statement:* “I have been assured by the research(s) that my participation in this study will not expose me to more risk than I would be exposed to in my regular activities.”*]*

**Are There Potential Conflicts of Interest?**

*[Briefly describe any potential conflicts of interest involving the researchers, institutions, and/or sponsors involved in the study.]*

**What Benefits Will My Participation Bring?**

*[Briefly explain how the participant’s involvement may realistically benefit the participant themselves, a broader community, and/or society at large. Include any ways their participation may contribute to the advancement of knowledge. Do not exaggerate the likely benefits.]*

**Will the Information I Share Be Kept Confidential?**

I have received assurance from the researcher that the information I will share will remain strictly confidential. I understand that the contents will be used only for *[List the* *purposes for which the collected data will be used. Including any potential publication or use of the data for purposes not connected with this research project].* Data collected from or about me will not be shared with other researchers or re-used in other research projects unless my consent is obtained again for those purposes. In order to safeguard my confidentiality, the researchers will *[Explain how the confidentiality of study data will be protected. If yours is a study where the protection of confidentiality may be breached because of a legal obligation, indicate this clearly and explain the conditions under which confidentiality would be broken*.*]*

[*In cases where data collection is done via email/Internet, and particularly where the topic is personal or involves risk, please include the following sentence or a similar one:* *“In order to minimize the risk of security breaches and to help ensure your confidentiality we recommend that you use standard safety measures such as signing out of your account, closing your browser and locking your screen or device when you are no longer using them / when you have completed the study.”]*

**Will My Identity Remain Anonymous?**

*[Describe how anonymity will be protected. Specify exactly who will know that the participant has taken part in the study, as well as who (if anyone) will be able to connect information collected about them with that identity. If anonymity cannot be protected beyond the small circle of those conducting the research, state this expressly and explain why this is impossible. Specify whether the participant’s identity will be known to other participants and whether their identity will be revealed in publications. If participant identity will be known to the researcher(s) and their team but not outside of those individuals you can promise confidentiality.]*

**What Will Happen to the Records of My Participation?**

The data collected will be stored in the form of *[List the storage methods that will be used for study data both during and following the study. E.g.,* *electronic audio files of interviews, electronic text files of interview transcripts, paper questionnaires, hand-written notes, etc.].* These records will be securely stored in *[Describe how and where the data will be stored, including the use of security measures like encrypted files, locked filing cabinets, etc.].* The records will only be accessible by *[List all members of the research team who will have access to the data records during and/or following the study period.]* and they will be destroyed after *[State the period for which records will be retained. If the data is to be stored indefinitely, state this clearly.].*

**How Will the Study Results Be Shared?**

*[Describe any plans for the study result to be published. If they are to be included in a submitted thesis or course project, that should be specified, along with an explanation of whether such academic work will be accessible to the public (e.g., by being included in an institutional library collection). Include a description of whether and how the participants will be informed of the results of the research and of their publication.]*

**Will I Receive Any Compensation?**

*[List any compensation for study participants, whether it be money, course credit, a token gift, or any other material benefit. This should follow Tyndale REB standards for compensation]* I understand that if I choose to withdraw from the study after beginning, I will still receive this compensation*.*

**Is My Participation Totally Voluntary?**

I understand that I am under no obligation to participate in this study. There will be no penalty If I choose not to participate, and I will not lose any benefits to which I am otherwise entitled. If I choose to participate, **I can withdraw from the study at any time** and/or refuse to answer any questions without suffering any negative consequences. *[You may want to go into detail if there is a perceived risk of coercion, e.g. if the researcher is in a position of authority.]* If I choose to withdraw, all information gathered about me prior to my withdrawal will *[Explain what will happen to the data gathered before the participant’s withdrawal.].* I understand that if I choose to participate in this research I have not waived any legal rights.

 **Consent to Participate**

I, *\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,* have read and understood the above information and I freely consent to participate in this research study by signing in the space provided below*.*

If I have any further questions about the study, I may at any stage contact the researcher or study supervisor.

This study has been reviewed and approved by the Research Ethics Board of Tyndale University. If I have any questions regarding the ethical conduct of this study or my rights as a participant, I may contact the Research Ethics Board at reb@tyndale.ca.

Participant's signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Consent for Re-use of Study Data**

I, *\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,* also freely consent for the study researchers permission to re-use the data collected from me during this study in future research projects. I understand that this may extend to sharing my study data with other researchers involved in other studies. *[Specify here whether the re-used and/or shared data will be anonymized or will allow for future identification of the participant.]* This consent does not include permission for the sale or re-use of my study data for non-research or commercial purposes*.*

Participant's signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_