

### Informed Consent Components

The components outlined in the [template](#) below should be included in all informed consent documents, regardless of participation format (in person or electronic). A [Sample Informed Consent Document](#) is included on the following page for additional guidance.

#### ***Consent to Participate in Research: Template***

***Institution:*** (insert)

***College:*** (insert)

***Department:*** (insert)

***Principal Investigator(s):***

- (Name of Student Researcher): [username@forum.montevallo.edu](mailto:username@forum.montevallo.edu)
- (Name of Faculty Mentor): [username@montevallo.edu](mailto:username@montevallo.edu)

***Title of Research:*** (title)

***Explanation of Procedures:*** (explain what participants will be asked to do and approximate time requirement)

***Risks and Discomforts:*** (provide explicit information about potential risks or discomforts participants might experience as well as relevant campus resources)

***Benefits:*** (provide details about compensation or specify that no direct benefit is provided to participants)

***Alternatives:*** (describe alternative participation formats OR specify that individuals have the right to opt out of participation)

***Confidentiality:*** (explain measures embedded in research design and/or instrumentation to maintain confidentiality of participant responses)

***Future Research:*** (specify whether the data collected during the study will be retained or used for future research purposes)

***Costs or Payment for Participation:*** (specify that there is no participant cost associated with participation as well as any compensation provided for participation, if applicable)

***Voluntary Participation/Discontinuing Participation:*** Participation in this study is voluntary. You may discontinue participation at any time without penalty. Participants may skip any survey items they do not wish to answer. (The language that appears in this section should be retained. Researchers are encouraged to provide additional details relevant to their studies as applicable.)

***Legal Rights:*** You are not waiving your legal rights by consenting to participate in this study. (The language that appears in this section should be retained.)

***Questions:*** If you have questions about your rights as a research participant or concerns regarding the study, please contact Dr. Jenifer Moore Williams, Human and Animal Subjects Committee Chair at [jmwilliams@montevallo.edu](mailto:jmwilliams@montevallo.edu). (The language that appears in this section should be retained.)

**Sample Consent to Participate in Research**

University of Montevallo  
College of Education and Human Development  
Department of Teaching, Leadership, & Technology

**Principal Investigator(s):**

- Jane Doe (Student Researcher) [username@forum.montevallo.edu](mailto:username@forum.montevallo.edu)
- Dr. John Smith (Faculty Mentor) [username@montevallo.edu](mailto:username@montevallo.edu)

**Title of Research:** *All of the Surveys: Why Do Participants Agree?*

**Explanation of Procedures:** *The researchers are interested in learning more about the reasons why participants opt into completing surveys. Participation is voluntary, and no incentives are provided. Participation involves reading and responding to items included on an electronic survey.*

**Risks and Discomforts:** *The risks and discomforts associated with participation in this study are not greater than those encountered in day-to-day living. Completion of the survey should take approximately 15 minutes. Participants may skip any questions they do not wish to answer and all responses are anonymous.*

**Benefits:** *While you may not personally benefit from participating in this research, your participation will provide information about potentially important developments in the field of survey research.*

**Alternatives:** *You have the right not to participate in this study.*

**Confidentiality:** *No identifying information will be collected during this research and all responses are anonymous. Participants must acknowledge consent to participate by clicking "Yes" in the first item included in the Introductory Section of the survey.*

**Future Research:** *The anonymous responses collected during this study may be used or shared for future research purposes.*

**Costs or Payment for Participation:** *There are no costs associated with participation in this study, and no compensation is provided.*

**Voluntary Participation/Discontinuing Participation:** *Participation in this study is voluntary. You may discontinue participation without penalty at any time and skip any survey items you do not wish to answer.*

**Legal Rights:** *You are not waiving your legal rights by consenting to participate in this study.*

**Questions:** *If you have questions about your rights as a research participant or concerns regarding the study, please contact Dr. Jenifer Moore Williams, Human and Animal Subjects Committee Chair at [jmwilliams@montevallo.edu](mailto:jmwilliams@montevallo.edu).*