Sample Consent Form (for Adult Participants)

Agreement to Participate in Research

Responsible Investigator(s): _____***[If you are an SJSU student, please indicate this after your name or in an introductory statement in item #1]***

Title of Study: _____

1. You have been asked to participate in a research study investigating… ***[explanation of the purpose of the research].***

2. You will be asked to… ***[describe what will be required of subjects, where and when the study will occur, and what materials and/or devices will be employed, including the use of audio/visual recording devices].***

3.

Additional Information/Instructions for Researchers:

Sample Consent Form (for Child Participants)

Agreement to Participate in Research

Responsible Investigator(s):_____ ***[If you are an SJSU student, please indicate this after your name or in an introductory statement in item #1]***

Title of Study:_____

1. Your child or ward has been asked to participate in a research study investigating…***[explanation of the purpose of the research].***

2. Your child or ward will be asked to ***[describe what will be required of subjects, where and when the study will occur, and what materials and/or devices will be employed, including the use of audio/visual recording devices].***

3. ***[Include a description of any foreseeable risk or discomforts to the subjects, or a statement that no risks are anticipated. Please be aware that emotional discomfort is considered to be a risk of which subjects must be informed.]***

4. ***[Include a description of any direct benefits to the subjects or to others which may reasonably be expected from the research, or a statement that no discernable benefits are expected. General feelings of reward from being of help to research are not direct benefits; however, you may add that these are possible, indirect benefits, if applicable.]***

5. ***[Alternative procedures (if applicable; if not applicable, omit this item and re-number all subsequent items).]***

6. Although the results of this study may be published, no information that could identify your child or ward, your family, or you will be included. ***[Note: If identifying information will be included in publication or dissemination, this statement should be revised. In certain unusual situations, you may prefer to attach a full "release to publish" statement. Otherwise please describe the manner in which confidentiality will be maintained.]***

7. ***[Compensation for participation in the study (amount, nature, and reason), if any. Otherwise, please state that there is no compensation for participation.]***

8. Questions about this research may be addressed to ***[name of the responsible investigator, area code, and phone number; or email address].*** Complaints about the research may be presented to ***[name of the respective department Chair (or of the respective College Dean, if there is no department Chair), title, department/college, area code and phone number].*** Questions about a research subjects' rights, or research-related injury may be presented to Pamela Stacks, Ph.D., Associate Vice President, Graduate Studies and Research, at (408) 924-2427.

9. No service of any kind, to which you and/or your child or ward is otherwise entitled, will be lost or jeopardized if you choose not to participate in the study.

10. Your consent for your child or ward to participate is being given voluntarily. You may refuse to allow his or her participation in the entire study or in any part of the study.

Sample Cover Letter - Studies Involving Mailed Surveys/Questionnaires

[Note: This document can be used only if the researcher is not collecting any identifying information and will be providing participants with a self-addressed envelope with which to return the survey/questionnaire. This letter should be on SJSU letterhead from the researcher's department.]

Responsible Investigator(s):_____ ***[If you are an SJSU student, please indicate this after your name or in an introductory statement]***

SJSU POLICY ON INFORMED CONSENT

Individuals Being Asked to Participate in Research Have the Following Rights

- To be asked to participate, as a subject, in a study involving human subjects in an open, honest, and non-coercive manner.

- To be told the project is research.

- To be told what the study is investigating.

- To be told exactly what will be required, including where and when the study will occur and what materials and/or devices will be employed.

- To be clearly informed of any possible risks or inconveniences, including psychological stress, physical stress, or harm.

- To be told about any possible benefits that might reasonably be expected from participation in the study.

- To be encouraged to ask questions concerning the study before and during the course of the study.

- To be assured that no service to which a person is otherwise entitled will be lost or jeopardized if a person chooses not to participate in the study.

- To be informed that subjects have the right to choose not to participate in the study or in any part of the study. Additionally, if subjects choose to participate in the study, they may withdraw at any time without prejudice to their relations with San Jose State University.

- To receive a copy of the signed and dated consent form, or, if a consent form is not used, to be given a list of appropriate contact numbers to be used in the event of harm or complaints.

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Basics of Informed Consent

No investigator may involve a human being as a subject in research unless the investigator has obtained the legally effective informed consent of the subject or the subject's legally authorized representative as specified by the SJSU policy for the Protection of Human Research Subjects.

Unless waived by the HS-IRB, informed consent shall be documented by the use of a written consent form signed by the subject or the subject's legal representative and the primary investigator. Under appropriate circumstances, a cover letter addressing all issues pertinent to a consent form, and signed by the primary investigator, may serve as evidence of informed consent.

If any potential subject is less than eighteen years old, a parental consent form is required.

Informed consent must be secured in the native language of the subject or from the subject's legally authorized representative unless English is readily understood. If translation to another language is necessary, a Verification of Translation Accuracy form must be completed.
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