**When do I use this Consent Form template?**

* Use this template when conducting **research that qualifies for review under an Exempt Category, and the research involves more than just a survey**. If the research only involves a survey you should use either:
	+ *Survey Research Consent Form – Identifiable*
	+ *Survey Research Consent Form - Nonidentifiable.*
* This template will help you communicate information about your research to potential participants. Research is always a relationship between an investigator and participants. Informed Consent is a key element of this relationship.

**How do I complete this Information Sheet template**?

* All text in **Green** are instructions and must be deleted before using this form.
* Do not alter any template text, or any elements in the footer.
* All spaces in **[Brackets]** must be completed or revised by the Researcher. Refer to Guidance – Instructions for Completing a Consent Form for more advice about drafting appropriate language and formatting for a Consent Form.
* Contact the IRB Office for Information Sheet development and health literacy consultation.
* Delete this Instructions page before submitting your Information Sheet for review.



**Research Information Sheet**

You are being asked to participate in a research study. We are doing this study to [provide a brief description of the purpose of the study]. During this study you will [briefly describe what participants are being asked to do]. It will take about [insert approximate amount of time] to complete this study.

Your participation is voluntary. You may choose not to participate or withdraw at any time.

There are no risks from participating in this project. There are no direct benefits for you participating in this study.

**[Pick one of the following options]**:

We will not collect any data which may identify you.

**[Or]**

We are collecting data that could identify you, such as [include description any data which meets LU definition of identifiable data]. Every effort will be made to keep your information secure and confidential. Only members of the research team will be able to see your data.

**[Include the following paragraph only if research involves using the Lindenwood Participant Pool]** If you are in the LPP you will receive one extra credit point in the course for which you signed up for the LPP. You will receive extra credit simply for completing this information sheet. You are free to withdraw your participation at any time without penalty. Participants who are not part of the LPP will receive no compensation beyond the possible benefits listed above. However, your participation is an opportunity to contribute to psychological science.

We will do everything we can to protect your privacy. We do not intend to include information that could identify you in any publication or presentation. Any information we collect will be stored by the researcher in a secure location. The only people who will be able to see your data are: members of the research team, qualified staff of Lindenwood University, representatives of state or federal agencies.

**Who can I contact with questions?**

If you have concerns or complaints about this project, please use the following contact information:

[Provide name and email address for at least one student researcher]

[Provide name and email address for faculty member teaching the course]

If you have questions about your rights as a participant or concerns about the project and wish to talk to someone outside the research team, you can contact the LU Institutional Review Board at 636-949-4155 or irb@lindenwood.edu.