

SAMPLE WEB CONSENT FORM

First Year of Experience in Higher Education at Four Year Institutions.

Important Information About Your Rights as a Research Participant

The University of Georgia is conducting a research project entitled First Year Experience in Higher Education at 4 year institutions. This study will examine the experiences of first year students attending four year colleges and universities. The researcher is particularly interested in student experiences, attitudes and perceptions concerning relationships with peers, faculty and staff and personal experiences in and out of class. Your participation in this study would be valuable and greatly appreciated.

This research is being conducted at UGA by **Name, Office, who can be reached at (area code) phone number, fax (area code) fax number**

The survey asks about student experiences to identify the problems, issues, situations and activities students may face in their first year attending 4 year universities. The results of the survey will be analyzed and shared with a group of students, faculty and staff to help provide better programming, education, interventions and support to students. Information will also be used to assist the researchers with developing reliable questions that help assess the student experience at colleges and universities.

Participation in this survey is voluntary and confidential. The Web site and its associated server have been secured for privacy. However, Internet communications are insecure and there is a limit to the confidentiality that can be guaranteed due to the Internet technology itself. Once the researcher receives electronic data from completed surveys, standard confidentiality procedures will be employed. For instance, your identity **will not** be coded, and all data will be kept in a secured location.

Upon completion and receipt of the survey by the required date, you will be asked to submit your name and contact information to be added to a pool of participants from this university for a drawing of \$50.00 or \$100.00. Two participants will be selected for the \$50.00 financial incentive and one participant will be selected for the \$100.00 incentive. Your contact information for the drawing will be sent to a database not associated with the survey, to maintain the confidentiality of your responses.

No risk is expected by participating in the study. If you choose to identify yourself by including your contact information at the end of the survey you will be assigned an alias and all information obtained during the study will be considered protected for privacy. The data collected from this survey will be processed for analysis. **All completed survey data will be retained in a locked cabinet and will be destroyed after 3 years.**

If you understand and agree to the terms of this form, please affirm your consent by entering the PASSWORD in the box at the bottom of this page. At this point you will gain access to the survey. [For the survey password, see the e-mail sent to you from Name, Title which invited you to participate in the study.] **One additional email will be sent to you reminding you to participate.**

If you have questions about the research, contact [Researcher Name](#) at [email adress](#). If you have questions about accessing or submitting the survey via the Web, contact the OVPSA at [email addressuga.edu](#).

You may choose to skip any item of the survey; you may stop taking the survey at any time; or you may withdraw your participation in this study at any time without giving any reason and without penalty. You may ask to have all of the information about you (to the extent that it can be identified as yours) returned to you, removed from the research records, or destroyed.

We estimate that the survey will take 30 minutes to complete. If you choose you may participate in a follow up study by providing your contact information at the end of the survey. The contact information will be stored on a data compact disk. The compact disk will be stored in a locked file cabinet in the researchers home for three years, at this time the compact disk will be erased. As a continuing participant you will be contacted in the Fall of 2004, 2005 and 2006 to indicate your enrollment status (enrolled in classes, not enrolled in classes, transferred etc.) at the university you are now currently attending.

The researchers will answer any further questions about the research, now or during the course of the project. Contact Researchers name. via e-mail, [email](#), telephone (area code) phone number, fax (area code) phone number or campus address at Building ,Office The University of Georgia, Athens, GA 30602-7142.

I understand that by entering the PASSWORD in the section below I am agreeing to take part in this research project.

<p>For additional questions about your rights as a research participant call or write: Chris A. Joseph, Ph.D., Human Subjects Office, University of Georgia, 606A, Boyd Graduate Studies Research Center, Athens, GA 30602-7411; telephone (706) 542-6514; e-mail IRB@uga.edu</p>
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