

## Consent

### BACKGROUND

You are being asked to take part in a research study. Before you decide it is important for you to understand why the research is being done and what it will involve. Please take time to read the following information carefully. Ask us if there is anything that is not clear or if you would like more information. Take time to decide whether you want to volunteer to take part in this study.

The purpose of this study is to determine if adequate support is provided for students who are transitioning into High School. The Utah Education Policy Center (UEPC) has been contracted by the school district to conduct an evaluation of the STEM enhancement program at your high school and one aspect of that project is to evaluate the support provided to students who are transitioning into the school.

### STUDY PROCEDURE

You are being asked to complete this online questionnaire about your experiences in High School. It will take you approximately 15 minutes to complete this questionnaire.

### RISKS

The risks of this study are minimal. You may feel upset thinking about or talking about personal information related to your family's transition into a community and your transition into a new school. You may experience discomfort such as emotional distress as you respond to the questions. These risks are similar to those you experience when discussing related information with others. If you feel upset from this experience, you can contact the researcher, and he/she will tell you about resources available to help.

### BENEFITS

We cannot promise any direct benefit for taking part in this study. However, the overall goal of this study is to provide adequate support for students in transition at Northridge High School.

### CONFIDENTIALITY

Your data will be kept confidential and the questionnaire does not ask for any information whereby you could be identified. Data and related files will be secured in the UEPC office located at the University of Utah. All UEPC personnel operate in the UEPC offices and will follow the same procedures to maintain the confidentiality and security of data. Electronic survey data will be maintained on the UEPC's password protected computers in the UEPC office.

### PERSON TO CONTACT

If you have questions, complaints or concerns about this study, you can contact [REDACTED] at [REDACTED]. If you feel you have been harmed as a result of participation, please call [REDACTED] at [REDACTED] who may be reached during normal business hours.

**Commented [IRB1]:** This document is a Model Consent Form for Exemption Umbrella Protocols. This model will give an idea of what is necessary in a consent form for an Exemption Umbrella Protocol. In this case, the model was created from an Exemption Umbrella Protocol that evaluated education policies and practice.

**Commented [IRB2]:** Provide a background or introduction section explaining that consent is being sought.

**Commented [IRB3]:** For an Umbrella Consent Form, the purpose may stay the same across all projects if the general aims are broad enough and the study team will be conducting very similar projects for the duration.

For other projects, it may be more appropriate to have a general statement about the aims and then add or alter a second statement about the specific aims of the project in question.

**Commented [IRB4]:** For an Umbrella Consent Form, describing the procedures most often requires alterations. For a project described in this model, since it is a questionnaire, it has a general statement.

Other umbrella projects need more explanation such as, "As part of your participation, you may be asked to do one or more of the following".

If the paragraph needs to be altered based on each project, the application must clearly explain all the ways that the section may be altered.

**Commented [IRB5]:** For an Umbrella Consent Form, this section often may stay the same across all projects covered in the umbrella. If there is the rare occasion that the risks will vary, the application must clearly explain all possible variations.

**Commented [IRB6]:** A description of benefits should be included, if any.

**Commented [IRB7]:** A description describing the confidentiality of records should be included.

**Commented [IRB8]:** For an Umbrella Consent Form, this section may vary depending upon the project but must be to participants.

**Institutional Review Board:** Contact the Institutional Review Board (IRB) if you have questions regarding your rights as a research participant. Also, contact the IRB if you have questions, complaints or concerns which you do not feel you can discuss with the investigator. The University of Utah IRB may be reached by phone at (801) 581-3655 or by e-mail at [irb@hsc.utah.edu](mailto:irb@hsc.utah.edu).

**Research Participant Advocate:** You may also contact the Research Participant Advocate (RPA) by phone at (801) 581-3803 or by email at [participant.advocate@hsc.utah.edu](mailto:participant.advocate@hsc.utah.edu).

**VOLUNTARY PARTICIPATION**

It is up to you to decide whether to take part in this study. Refusal to participate or the decision to withdraw from this evaluation will involve no penalty or loss of benefits to which you are otherwise entitled. This will not affect your relationship with the investigator or your employer.

**CONSENT**

By clicking "continue" and responding to the questions in this online questionnaire, I confirm I have read the information in this consent form and have had the opportunity to ask questions. I voluntarily agree to take part in this study.

Thank you for completing this survey and participating in this study!

**Commented [IRB9]:** If the study is conducted at the University of Utah, this statement should be included verbatim.

**Commented [IRB10]:** A statement that participation is voluntary and that there is no penalty or loss of benefits if participants refuse to participate must be included.

**Commented [IRB11]:** A statement of consent should be included.

