*Information Sheet Template*

***California State University, Dominguez Hills***

***Study Information Sheet***

**(Insert Title)**

[*The information sheet should be no more than one page in length and all italicized areas must be completed by the researcher. Delete all instructional language (in blue) prior to submission to the IRB.*]

Introduction:

You are being asked to participate in a research study conducted by [*insert names and degrees of all investigators*], from the [*insert department and college affiliation*] at California State University, Dominguez Hills. [*If researcher or PI is a student, indicate that results will be contribute to senior project, thesis or dissertation.*] [*Explain succinctly why the prospective participant is eligible to participate (i.e., inclusion criteria.*]

Purpose and Description of the Study:

The purpose of this study is [use one sentence]. If you decide to participate in this study, you will complete a [*survey, interview, educational test, etc. Describe in one sentence what they will be doing*]. The [*survey, interview, etc.*] will [*briefly describe the purpose of the survey and what types of questions they will encounter, e.g., demographic questions and questions relating to your topic or area to be studied*].The survey should take approximately \_\_\_ minutes in total to complete.

Risk(s) and Discomfort(s):

The risk(s) associated with this study is/are [*Include risks involved; physical, psychological, social, etc.*] Participation in this study is voluntary. If you volunteer to participate in this study, you may withdraw at any time without consequences of any kind. You may also refuse to answer any questions you don’t want to answer and still remain in the study.

Benefits:

The benefits associated with the study include [*include benefits if applicable*.]

Confidentiality:

The study is confidential, so any information that you provide cannot be traced back to you. Please do not include your name or other identifying information in your survey responses that can identify you. [B*riefly describe the confidentiality procedures you have put in place.*]

Contact information:

If you have any questions or concerns about the research, please feel free to contact the PI*.* [*Include phone number and/or email.*]

If you have questions regarding your rights as a research participant, contact the California State University, Dominguez Hills IRB Office at 310-243-3756 or irb@csudh.edu.

**This study information sheet is for you to keep**. For online studies include the following statement: “Please save or print a copy of this page for your records or take a screenshot of it.” If applicable, be sure to include in your online survey instrument a checkbox indicating that the subject agrees to participate in the study.