# Sample Information Sheet (survey)

**[THE FORM BELOW IS BASED ON A HYPOTHETICAL STUDY ABOUT experiences of students commuting to college, PLEASE ADAPT TO SUIT YOUR STUDY TOPIC AND DELETE THIS LINE AND ALL OTHER GUIDANCE IN BLUE FROM YOUR INFORMATION SHEET]**

Thank you for considering participating in this research project. The purpose of this document is to explain to you what the work is about and what your participation would involve, to enable you to make an informed choice.

The purpose of this study is **[INSERT HERE – KEEP IT QUITE BRIEF AND SIMPLE (1-2 SENTENCES) e.g.]** to examine the experience of students who commute to university from hometowns outside of the Cork Metropolitan Area. Should you choose to participate, you will be asked to **[INSERT HERE, AGAIN BRIEF AND SIMPLE; THIS SECTION SHOULD INCLUDE A DESCRIPTION OF THE PROCESS (INTERVIEW? SURVEY? INTERVENTION? ONE-OFF OR WITH FOLLOW-UP(S)? e.g.]** complete a questionnaire, which will include items on **[GIVE A BROAD PICTURE, e.g.]** social engagement and academic experience.

Participation in this study is completely voluntary. There is no obligation to participate, and should you choose to do so you can refuse to answer specific questions or decide to withdraw from the study prior to completing the survey. All information you provide will be confidential and your anonymity will be protected throughout the study. **[ONLINE SURVEYS. THERE IS GENERALLY NO NEED TO GATHER PERSONALLY IDENTIFYING INFORMATION, AND OFTEN THE USE OF A TICK BOX TO INDICATE CONSENT IS ACCEPTABLE].**

You maintain the right to withdraw from the study at any stage up to the point of data submission. At this point, your data will be collated with that of other participants and can no longer be retracted.

The anonymous data will be stored on a University College Cork supported cloud storage platform **[PLEASE SPECIFY WHICH PLATFORM WILL BE USED AND ENSURE THE SAME DETAILS ARE PROVIDED IN Q30 OF THE SREC APPLICATION FORM].**

The data will be stored for minimum of ten years. **[UNLESS THERE IS ANOTHER REQUIREMENT FOR YOUR RESEARCH DATA].**

**[PLEASE REMOVE FROM YOUR INFORMATION SHEET IF THIS DOES NOT PERTAIN TO YOUR PROJECT]: IN CERTAIN CASES, YOU MAY DECIDE TO REQUEST PARTICIPANTS’ CONSENT TO STORE ANONYMISED DATA INDEFINITELY IN AN EXPLICITLY SPECIFIED DATA REPOSITORY, AND TO ALLOW THE DATA TO BE REUSED FOR SUBSEQUENT RESEARCH STUDIES. IN THE CASE OF MORE SPECIFIC DATA REPOSITORIES, WE ENCOURAGE YOU TO SEEK APPROVAL FROM THE EXTERNAL REPOSITORY].**

The information you provide may contribute to research publications and/or conference presentations. **[ALSO, STATE IF THE DATA WILL CONTRIBUTE TO A THESIS OR RESEARCH REPORT].**

We do not anticipate any negative outcomes from participating in this study **[IF YOU DO, YOU MUST SAY SO EXPLICITLY – e.g., WE DO NOT INTEND TO CAUSE ANY DISTRESS TO PARTICIPANTS. SOME OF THE TOPICS BROACHED IN THE SURVEY, HOWEVER, ARE OF A SENSITIVE AND PERSONAL NATURE. SHOULD YOU WISH TO DO SO, YOU CAN CHOOSE NOT TO ANSWER QUESTIONS, OR TO WITHDRAW FROM THE SURVEY].** Should you experience distress arising from participating in the research, the contact details for support services provided below may be of assistance. **[PLEASE PROVIDE CONTACT DETAILS BELOW].**

This study has obtained ethical approval from the UCC Social Research Ethics Committee.

If you have any queries about this research, you can contact me at **INSERT YOUR EMAIL ADDRESS HERE. IF YOU HAVE A RESEARCH SUPERVISOR, THEIR CONTACT DETAILS SHOULD ALSO BE PROVIDED.**

If you agree to take part in this study, please complete the consent form overleaf.

# Sample Research Consent Form

Do you consent to participate in this study?

Yes ☐

No ☐