1. [ ]  Title of project

 2. [ ]  Identification of investigators (including telephone number and email address)

 3. [ ]  Brief but complete description IN NONTECHNICAL LANGUAGE of the purpose of the

 project and of all procedures to be carried out in which the human participants would be

 involved.

 4. [ ]  Assurance that identity of the participant will be kept confidential and description of how

 this will be accomplished.

 5. [ ]  Statement of the total amount of time that will be required of the participant.

 6. [ ]  Details of monetary or other compensation, if any, that would be offered participants.

 7. [ ]  Description of the likelihood of any discomforts and/or conveniences associated with the

 participation and known or suspected short and long-term risks, and factors which might

 lead to refusal to participate.

 8. [ ]  A statement of the participant’s right to refuse to participate or withdraw at any time. A

 statement that withdrawal or refusal to participate will not jeopardize further treatment,

 medical care, or influence class standing, or have any adverse effects, as applicable.

 **NOTE:** This statement must also appear on letters of initial contact.

 9. [ ]  Statement as to what the information will be used for (presentation, publication etc.)

 10. [ ]  Statement as to how the participant can receive a copy or executive summary of completed

 project and, where appropriate, receive updated information during the course of the

 research.

 11. [ ]  Contact information for relevant Dean and Chair of your department.

 12. [ ]  An statement that you will answer any questions concerning the procedures to ensure that

 participants fully understand and provide debriefing, if appropriate.

 13. [ ]  A signature line for the participant to show that they provided fully informed consent to

 commence the study.

 14. [ ]  Parental consent forms must contain a statement of choice providing an option for refusal

 to participate. (e.g. "I consent/I do not consent to my child's participation in this study."

 15. [ ]  A statement acknowledging receipt of a copy of the consent form including all

 attachments.