**REMINDER: Delete all guidance text found in red BEFORE IRB submission. The consent form should be written in 2nd person language (“you” statements) that is straightforward and easily understandable for the age, cultural background, and mental capacity of your intended participants. Consents for adults should generally be written at an 8th grade reading level.**

**KEEP THE CONSENT FORM CONCISE, BRIEF, AND CLEAR.** Try to focus on what is important to the participant in making a decision about whether or not to participate.

My name is [PI Name], and I am asking you to participate in a UT Arlington research study titled, “[…].” This research study is about [provide an explanation of the purposes of the research in simple, non-technical language]. You can choose to participate in this research study if you are at least 18 years old and [explain the study inclusion & exclusion criteria briefly here].

Reasons why you might want to participate in this study include [list reasons, like “to share your experience as a refugee living in Tarrant County, Texas with others in a focus group”], but you might not want to participate if [list reasons, like “you are uncomfortable sharing your personal experiences with a group” or “if you are not able to commit to taking a survey over two hours in one sitting”]. Your decision about whether to participate is entirely up to you. If you decide not to be in the study, there won’t be any punishment or penalty; whatever your choice, there will be no impact on any benefits or services that you would normally receive. Even if you choose to begin the study, you can also change your mind and quit at any time without any consequences.

If you decide to participate in this research study, the list of activities that I will ask you to complete for the research are [List steps: (1)…(2)…(3)…]. It should take about [length of time / explain multiple visits]. Although you probably won’t experience any personal benefits from participating [or, list the potential direct benefits the participant will receive – *NOT PAYMENT*], the study activities are not expected to pose any additional risks beyond those that you would normally experience in your regular everyday life or during routine medical / psychological visits. [Leave each statement only if applicable: However, some of the questions that I will ask may be about sensitive or uncomfortable topics. OR However, because you will be performing physical exercises, there is always a risk of physical injury or muscle soreness, just as with any kind of exercise.]

You will not be paid for completing this study. Or, if you **will** pay subjects: You will receive [$5 cash / 10 points extra credit, etc] for participating in this research study, which will be given to you [explain time frame & method for payment]. There are no alternative options to this research project [or list alternatives, such as alternative assignments for course credit or extra credit]. [Leave this statement for payments with monetary value: The Internal Revenue Service (IRS) considers all payments made to research subjects to be taxable income; this may require additional information to be collected from you for tax purposes, such as your social security number.]

The research team is committed to protecting your rights and privacy as a research subject. We may publish or present the results, but your name will not be used [If you know that you intend to share identifiable data with individuals outside the UTA research team or use identifiable data for future studies, you must explain how it will be used or with whom the data will be shared.]. While absolute confidentiality cannot be guaranteed, the research team will make every effort to protect the confidentiality of your records as described here and to the extent permitted by law. If you have questions about the study, you can contact me at [PI contact info]. For questions about your rights or to report complaints, contact the UTA Research Office at 817-272-3723 or regulatoryservices@uta.edu.

**Select an option for documenting the subject’s consent:**

**Ex:** You are indicating your voluntary agreement to participate by completing and returning the survey.

**Ex:** You are indicating your voluntary agreement to participate by beginning this phone interview.

**Ex:** You are indicating your voluntary agreement to participate by clicking on the “Accept” button below.

**Ex:** You are indicating your voluntary agreement to participate by signing on the line below.