**Consent Template for Anonymous Surveys**

**REQUIRED FOR ALL ANONYMOUS SURVEYS (PAPER AND ONLINE)**

**INSTRUCTIONS: Fill in the information relevant to your study using the prompts in blue. Remove all text in red before submitting to the IRB.**

It is very important to write your consent form in layperson’s language that can be easily understood by your participants. An 8th grade reading-level is recommended for the general population. This template includes language recommended by the IRB but adapt as necessary to be sure your consent form explains your research project clearly.

**DELETE ALL INSTRUCTIONS** (including this section) and suggested language that is not application, then **UPLOAD a copy of the consent form to the IRB application exactly the way your participant will see it, all text in black**. This will be the official copy that must be used for all participants.

**Consent to Participate in Research**

You are invited to participate in this research survey because (cite why persons/groups are being included). [Add if appropriate: You must be 18 years or older] [if recruiting CofC students add: or a matriculated, post-secondary college student who is 17 years or older] to participate.] The purpose of this research is to (describe the purpose and note if there are any sensitive topics that will be included). We expect that this survey will take about xxx minutes to complete. [If appropriate add: You must complete each question before moving on to the next OR You may skip any questions that you do not wish to answer.]

Participation is entirely voluntary, and you may withdraw at any time. Completion of the survey constitutes your consent to participate in this research. All data obtained will be anonymous. We ask that you do not provide any information that could identify you personally.

The data collected for this research will be stored until (period for which the data will be stored [OR if undetermined, (method for determining length of data storage)]. Projected future use of these data includes (details about any projected future use).

If you have any questions concerning this research study, please contact (name of PI) at (telephone number) or (email) [if PI is student, add or my faculty advisor at (telephone number) or (email)].

**This research has been reviewed by the Human Research Protection Program at the College of Charleston and covers all relevant requirements of the EU General Data Protection Regulations.**

For information about the review process, please contact the Office of Research and Grants Administration, compliance@cofc.edu or 843-953-5885.

[For internet surveys with prize drawings for participant compensation: At the end of the survey you will be directed to a second survey page to enter your contact information. Your personal information will not be connected to your answers in the survey.]

[For internet surveys, add: If you wish to participate, please proceed to the questionnaire by clicking “Next.” If not, click “Exit.” If you would like to leave the survey at any time, just click “Exit this Survey.”]