

## Sample Consent for a Telephone Survey or Informal Interview

Hello, my name is <insert name> and I am a graduate student at Central Michigan University. I am conducting research on <insert information about the nature of the research project>. This research will fulfill my master's degree requirements. You were selected to participate in this study because <insert criteria>. Participants must be age 18 or older. Please verify if you meet this criterion.

I anticipate that this survey/interview will take less than <insert number of minutes> minutes to complete. There is no compensation for responding nor is there any known risk. In order to insure that all information will remain confidential, I will not record your name. I will only record you as a <insert appropriate text, such as survey subject a, b, c, etc.>. Copies of the project will be provided to my Central Michigan University faculty monitor and <insert other appropriate text, such as commanding officer or superintendent>. Participation is strictly voluntary and you may refuse to participate at any time.

I appreciate your willingness to help with my project. The data collected will provide useful information regarding <insert purpose of research>. If you would like a summary copy of this study please let me know at the end of the survey/interview and I will add your name to a list that I will maintain separately from my survey/interview notes. If you have questions later, please contact me at <insert phone number>. My faculty monitor is <insert name> and he/she can be reached at <insert phone number>.

If you are not satisfied with the manner in which this study is being conducted, you may report (anonymously if you so choose) any complaints to the <insert your program and the contact information for the program. MSA students should use MSA Program, 989-774-6525 or 1-800-950-1144, ext. \*6525. MA in Education students should use MA in Education program, 989-774-3784 or 1-800-950-1144, ext. \*3784>

Let's begin with the first question.