

QUESTIONNAIRE CONSENT FOR STUDENT SURVEYS (*template*)

All OU questionnaires should have introductory text outlining the purpose of the research, along with contact details for any queries. This could be included on an invitation email or at the beginning of the questionnaire.

The questionnaire should include a consent statement in line with requirements from HREC, please see the guidance below.

The text shown below in black is the information you need to include in your consent statement, please edit according to your piece of research.

Text shown in blue is recommended text for you to include where appropriate.

Text in italics is guidance for researcher only and should not be included in questionnaire or invitation email to students.

Please read the following statements and indicate whether you are willing/able to take part in the questionnaire:

- I have read and understood the information provided and understand what is involved in taking part in this piece of research, and how the information I provide will be used.
- Project findings may be published in various forms, including project reports, academic journal articles, conference papers and blog posts.
- I know who/where to ask any questions about the research or my participation.
- I am aware that I can withdraw from the study by closing my browser.
- I am aware that I can withdraw from the study by contacting the researcher to notify them before the data collection closes on (specify date).
- I am aware that I am unable to withdraw from this study once submitted as my responses are collected anonymously.
- I understand anything that can personally identify me will only be used for the purposes of analysing the data, e.g., Personal Identifier/Module code etc.
- I understand that my data will be stored securely in line with the OU's data protection policy, and handled in line with the Student Privacy Policy: <https://help.open.ac.uk/documents/policies/privacy-notice>

You may wish to include these optional statements:

If you want to use quotes in research outputs, add:

- ‘I agree to being quoted anonymously in reports and publications related to this project.’
- ‘Please contact us at our email address if you are interested in taking part in interviews/ focus groups the project team are holding as part of this study.’
- ‘Please provide your email address if you would like to receive a copy of the summary of the findings of this study.’

I have read all of the above statements and confirm that:

I am willing/able to voluntarily take part in the following questionnaire and support this research study.

I confirm that I am not willing/able to take part in the questionnaire.