***IMPORTANT: ALL SECTIONS ARE REQUIRED UNLESS OTHERWISE NOTED. BEFORE FINALIZING & UPLOADING THIS DOCUMENT, REMOVE: THIS SECTION, ALL [RED INSTRUCTIONAL TEXT] AND BLUE GUIDELINES.***

*Notes:*

*The readability of the assent has to be age appropriate which means it could be at a 1st or 3rd or 6th grade reading level or anything in between depending on the age or circumstances of the minor. For example, detained adolescent youths typically have a reading level of 3rd grade. Do not assume that literacy and age are correlated.*

*Young people are often confused by the “we” in the consent template. Unless there are a number of people involved in obtaining assent, use the pronoun ‘I,’ not ‘we.’*

**CHAPMAN UNIVERSITY**

**ASSENT TO JOIN A RESEARCH DATABASE**

***[****Name of Subject Recruitment Database****]***

 *[If the name is overly-technical, consider adding a lay version here]*

Participating in this research database is totally voluntary. Please read about the study below. Feel free to ask questions about anything that you do not understand before deciding if you want to be in the study. A researcher listed below will be around to answer your questions.

**PRINCIPAL INVESTIGATOR**

PI Name and Title

College/School/Dept

PI Phone

PI Email

***What is this form?***

This form is called an Assent Form. It will give you information about the Research Database so you can make an informed decision about whether or not you would like your name and information to be included in this catalogue of information.

***Why is this Research Database needed?***

The database is needed to….

***Who is being asked to join this database?***

[Describe the characteristics of desired participants including gender, age, health limitations, medical conditions, etc.]

***What will happen if I agree to join this database??***

If it is okay with you and you agree to join this database, you will be asked to ….

[Describe what information will be requested, how it will be obtained, how it will be used, how subjects may be contacted in the future for studies, how often subjects will be contacted, and explain that there this is only one of several recruitment databases at Chapman University…]

***What are the possible advantages of joining the database?***

[Use the following suggested statement for this section:]

“You may not directly benefit from joining this database; however, we hope that your joining in the database may …(describe societal benefits in words that children will understand).”

***Is there any way being in this database could be bad for me?***

[Inform the participant of any risks associated with being included in the database (mainly confidentiality?)]

***What happens to the information collected for the research?***

I will try to limit other people from seeing your personal information. Some people who have a need to see your information will be allowed. [Describe how information is to be released, describe the person(s) to whom information will be furnished, the nature of the information to be furnished, the purpose of the disclosure and whether the participant’s name will be used.] I cannot promise complete secrecy.

***What else do I need to know?***

*[Include additional information here]*

*Example: If you agree to take part in this research study, I will give you a $10 gift card to a local vendor.*

***Who can I talk to?***

[List people the child can contact if he/she has any questions or problems related to the study, *for example:]*

If you have any questions about the database or any problems to do with the database you can contact the Principal Investigator (name). You can call him/her at (phone number). You can also call (name) at (phone number).

If you have questions about the database but want to talk to someone else who is not a part of the database, you can call the Chapman University Institutional Review Board (IRB) at (714)-628-2833.

***Do you have to be in the database?***

You do not have to be in the database. No one will be mad at you if you don’t want to do this. If you don’t want to be in this database, you just have to tell the researchers. If you want to be in this database, you just have to tell them. You can say yes now and change your mind later. It is up to you to decide.

**Confidentiality:** (please modify so that it is appropriate for the participants’ reading level): I have ethical obligations to contact individuals to help you if you should threaten to harm yourself.  If keeping information obtained in this study private would immediately put you in danger, I will release that information to protect you.

**<Remove signature lines and accompanying texts if not collecting signatures>**

**<If conducting an online survey, include boxes for participants to check, which will indicate their informed consents>**

**Signature Block for Child Assent**

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Signature of child Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Printed name of child

***A witness signature is required on this assent form only if: (Researchers: check which one applies)***

[ ]  The subject has decision-making capacity, but cannot read, write, talk or is blind.

[ ]  The IRB specifically mandated a witness signature for joining this database.

The witness must be impartial (i.e. not a member of the subject’s family, not a member of the study team).

For the witness:

I confirm that the information in this assent form was accurately explained to and understood by the subject or legally authorized representative and that informed assent was given freely.

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**Witness Signature Date**

**(If no witness signature is required, this witness signature section of the assent form may be left blank).**

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**Printed Name of Witness**