

(Cover Letter with Implied Consent)

Dear _____:

I/We _____ are conducting a research project entitled “ _____ (title of project) _____ ”

as part of a ***(dissertation, class project, etc.)*** at Augustana University. The purposes of the study is to

You as a ***(student, teacher, etc.)*** are invited to participate in the study by ***(completing the attached survey, etc.)***
We realize that your time is valuable and have attempted to keep the requested information as brief and concise as possible. It will take you approximately _____ minutes of your time. Your participation in this project is voluntary. You may withdraw from the study at any time without consequence.

There are ***(no known risks)*** or ***(some possible risks)*** to you for participating in this study. ***(List any possible risks. If questions are of a sensitive nature, give them the option of not answering the ones they find upsetting. If there are risks, describe how you will reduce the risks.)***

(There are no direct benefits...) or ***(The benefits to you are ...)***

Your responses are strictly confidential. When the data and analysis are presented, you will not be linked to the data by your name, title or any other identifying item.

Please assist us in our research and return the completed survey in the enclosed envelope.

Your consent is implied by the return of the completed questionnaire. Please keep this letter for your information. If you have any questions about the study, now or later, you may contact us at the number below.

Thank you very much for your time and assistance.

Sincerely,

[PI Name] Project Director
Department, Augustana University
2001 S. Summit Avenue
Sioux Falls, SD 57197

[E-mail Address]

[Phone Number]

This study has been reviewed by Augustana University’s Institutional Review Board for the protection of human participants and approved effect ***(mm/dd/yy)***. If you have any questions regarding your rights as a research participant in this study, you may contact Dr. Jerry Jorgensen, Interim Sr. V.P. for Academic Affairs at Augustana University, (605) 274-5417 or jerry.jorgensen@augie.edu

Revised July, 2016