

Keep the information form and the consent form separate.



Universiteit  
Leiden  
ICLON

## Information form for **NAME RESEARCH**

**FOR INSTANCE:** ICLON, together with **PARTNERS (school?)** is carrying out research into **MAIN RESEARCH AIM** of **PARTICIPANT GROUPS (pupils? Students?)**. We would like to inform you about this research.

*Why do we carry out this research?*

**VERY BRIEF EXPLANATION OF RESEARCH AIM.**

*What do we ask of you*

**BRIEF DESCRIPTION OF WHAT PARTICIPANTS WILL DO, INCLUDING TIME INVOLVED.** For instance: interview will be held...

*What data will we collect and what will we do with these data?*

**FOR INSTANCE:** The interview will be recorded so that we can listen to it later for detailed analysis. All data will only be disclosed to the researchers within the project and will only be used for the purpose of analysis. All information is kept and processed confidentially. **FOR INSTANCE ADD:** Lecturers do not have access to the products and / or the conversation. These data are not used for any other purposes than for this research. The data will be stored in a safe digital archive for ten years after publication.

Participation in this study is of course completely voluntary and without obligation. You can withdraw your consent to participate in the study and to use your data at any time, without giving any reason, by **EXPLAIN HOW A PARTICIPANT CAN WITHDRAW**. Withdrawal will not have any detrimental consequences for **XXX [e.g. participation in classroom]**. **[WHEN RELEVANT, EXPLAIN POTENTIAL RISKS OF PARTICIPATION.]**

If you would like to know more about this research, you can contact the researcher through the contact details given below. If you have any complaints about the research, please contact the university's confidential councilor for academic integrity Vivian Kraaij, through [vertrouwenspersoon@bb.leidenuniv.nl](mailto:vertrouwenspersoon@bb.leidenuniv.nl).

A privacy statement applies to this research. See the appendix for this.

Yours sincerely,

**NAME RESEARCHER**

**MAIL ADDRESS RESEARCHER**

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## Consent form for **NAME RESEARCH**

*I have read and understood the information about the study. I voluntarily participate **in the interview** and give permission to the researchers to process, analyze and store **the interview data** as described in the explanation.*

Name **student**:

Signature:

Date:

In case of digital informed consent, the privacy statement can be stored online and accessed via a link in the informed consent information.