INFORMED CONSENT FORM | Form RO-ICF-01 | English Version

GLOBAL STUDIES UNIVERSITY — RESEARCH OFFICE
Form RO-ICF-01

Informed Consent Form

Human Subjects Research Template

Researcher Instructions — Read Before Using This Form:
This is a mandatory GSU template. You must use this form with every participant before collecting any data.
All text in [square brackets] must be replaced with your study-specific information before use.
*Items marked * are mandatory and may not be removed or altered.*
The completed form must be approved as part of your ethics application (Form RO-ERA-01) before use.
One signed copy must be retained by the participant. One signed copy must be filed with the Research Office.

TO BE PRINTED ON GSU LETTERHEAD OR WITH GSU LOGO AT THE TOP

Study Title:	*[Insert the full title of your thesis or research project]*
Principal Researcher:	*[Full name, program, Global Studies University]*
Supervisor / Instructor:	*[Name, title, department]*
Ethics Approval Reference:	*[RO-APPR-XXXX (complete after approval is granted)]*
Date of This Form:	

1. Invitation to Participate *

You are being invited to take part in a research study conducted by a student at Global Studies University (GSU), Sharjah, UAE. Participation is entirely voluntary. Please read this form carefully before deciding whether you wish to participate. If you have any questions, please ask the researcher before signing.

2. What Is This Research About? *

Researcher — complete this section:
Write a clear, plain-language explanation of your research purpose and topic. Avoid jargon. Include: what you are studying, why it matters, and what you hope to learn.

[Describe your research in plain language here. 3–5 sentences is sufficient.]

3. What Will Participation Involve? *

Researcher — complete this section:
Be specific about format, duration, location, and what will happen. Delete options that do not apply.

If you agree to participate, you will be asked to take part in a:

[one-to-one interview / focus group / online survey / other — specify]

- The session will last approximately [X minutes / X hours].
- It will take place [in person at GSU / via video call / by telephone / online].
- [If recorded:] With your permission, the session will be audio/video recorded for transcription purposes only, then deleted.
- [If survey:] The survey will take approximately [X] minutes and can be completed at your convenience.

4. Voluntary Participation and Right to Withdraw *

Your participation is entirely voluntary. You may:

- Decline to answer any question at any time, without giving a reason
- Withdraw from the study at any time during data collection, without any negative consequence
- Request that your data be withdrawn up until [insert date — typically two weeks after data collection ends]

There will be no negative consequences of any kind if you choose not to participate or decide to withdraw.

5. Confidentiality and Data Protection *

Researcher — select Option A or Option B and delete the other.
Option A: participants cannot be identified from the data.
Option B: pseudonyms or codes are used in place of real names.

Option A — Anonymous Data:
Your responses will be fully anonymous. No information that could identify you will be recorded or reported.

Option B — Pseudonymized Data:
Your real name will not appear in the research. You will be assigned a pseudonym or code, stored securely and separately from the data.

Data storage: *

Researcher — describe storage, access, and retention.
Example: 'Data will be stored on a password-protected institutional drive, accessible only to the researcher. Recordings will be deleted after transcription. Data will be retained for [X years] then securely deleted.'

[Describe your data storage arrangements here.]

6. Use of Findings *

The findings of this research will be used in a

[Master's thesis / PhD dissertation / course research paper]

submitted to Global Studies University.

[Describe any other anticipated uses (publications, conferences), or delete this line if none.]

7. Benefits and Risks *

Potential benefits:

[Describe benefits, or state honestly that there are no direct benefits to participants.]

Potential risks:

[Describe risks honestly. If minimal, say so. Do not leave this blank.]

8. Contact Information *

If you have questions about this study, please contact:

Principal Researcher	GSU Research Office
[Full name]	Director of Research
[Email address]	research@gsu.ac.ae
[Phone / WhatsApp]	Global Studies University, Sharjah, UAE

If you have concerns about the ethical conduct of this research, contact the GSU Research Office at research@gsu.ac.ae.

Consent Declaration *

Please read each statement carefully and initial in the box to confirm your agreement.

Statement	Yes	Initial
I have read and understood this consent form.	☐	
I have had the opportunity to ask questions and have received satisfactory answers.	☐	
I understand that my participation is entirely voluntary and I may withdraw at any time without consequence.	☐	
I understand how my data will be stored, used, protected, and eventually deleted.	☐	
I consent to my data being used in the researcher's thesis/paper and any related academic publications, in anonymized or pseudonymized form.	☐	
[If applicable] I consent to this session being audio or video recorded. I understand I may ask for the recording to be stopped or deleted at any time.	—	
I agree to take part in this research study.	☐	

Participant

Full Name (print clearly)

Signature

Date

Researcher

Full Name (print clearly)

Signature

Date

One signed copy must be retained by the participant. One signed copy must be submitted to the GSU Research Office.

Form RO-ICF-01 | GSU Research Office | research@gsu.ac.ae | 2026