

# Interview Consent Form

## 1. Purpose of the Interview

You are being invited to participate in an interview aimed at gathering your views and experiences to help design moderation guidelines for Facebook groups at Monash University. These groups will advocate for the rights, welfare and interests of students.

## 2. Administering Organization

This research is led by The National Union of Students (NUS), and the findings will be used for non-commercial public policy advocacy.

## 3. Interviewer Information

- Name: Shuayang Yan
- Contact: syan0170@student.monash.edu

## 4. Interviewee Information

- Name:
- Contact:  
(Contact information is used only for further communication and withdrawal right notifications.)

## 5. Interview Details

- Date: 05/02/2025
- Location: Learning and Teaching Building, Monsh University

## 6. Recording Notice

- This interview will be audio-recorded to ensure accurate documentation of information.
- You have the right to decline recording while still participating in the interview.
- Recordings will only be used internally by the research team and will not be publicly shared without your explicit consent.

## 7. Anonymization Process

- Your personal information (e.g., name, contact details) will be removed or replaced with anonymous identifiers (e.g., codes or pseudonyms) before data analysis.

- Any quotes from your responses will avoid content that could reveal your identity.

#### 8. Data Storage and Destruction

- All data (including audio recordings and transcripts) will be encrypted and stored on a password-protected server accessible only to authorized researchers.
- Data will be destroyed immediately after analysis.

#### 9. Right to Withdraw

- You have the right to withdraw your consent at any time before the data destruction period without providing a reason.
- Upon withdrawal, your data will be removed from the study and immediately destroyed.
- To withdraw, please contact the data custodian (contact details below).

#### 10. Data Maintenance Contact:

If you have any questions or wish to exercise your right to withdraw your participation, please contact:

Email: [syang0170@student.monash.edu](mailto:syan0170@student.monash.edu)

#### 11. Consent Statement:

By signing below, you acknowledge that:

1. You have read and understood the purpose of the interview and the details provided above.
2. You agree to the audio recording of the interview.
3. You understand that your data will be anonymized prior to analysis.
4. You are aware of how your data will be stored and eventually destroyed.
5. You have been informed of your right to withdraw at any time without penalty.
6. You have been provided with the contact information for any further questions or withdrawal requests.

#### 12. Participant's Signature

- Signature
- Date