Consent Form for Administrators: An Exploratory Examination of HQSPD Study

**Research Study:** An Exploratory Examination of High-Quality, Sustained Adult Education Professional Development as it Affects Adult Learner Achievement

I, (print full name) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, am an administrator at \_\_\_\_\_\_\_\_\_\_\_Adult Education Program. In signing this consent form, I agree to volunteer in *An exploratory examination of high-quality, sustained adult education professional development as it affects adult learner achievement* research project being conducted by the researchers from Texas State University-San Marcos. The purpose of the research project is to establish the effects of HQSPD on learning outcomes. The researchers can be contacted by phone at 512-245-2303. I have been informed by the researchers that I have been selected to participate because I have experience as an administrator of a program where teachers who have participated in HQSPD have been teaching adult students, hence I have information that can best be used for examining the effects of HQSPD on the learning outcomes of adult students. I understand that this research has been approved by the Institutional Review Board (IRB approval reference # xxxx) at Texas State University-San Marcos. Results from this study may help to inform education leadership practices including teaching practices.

The researchers explained to me that the IRB is responsible for protecting the rights and welfare of human research participants. I understand that if I have questions about this study I may contact the IRB chairperson Dr. Jon Lasser, by phone at 512-245-3413 (office) and by e-mail at

[lasser@txstate.edu](mailto:lasser@txstate.edu).

During the research process, I have been informed that I may be interviewed one or more times, and that researchers may also observe meworking one or more times. After each observation session the researchers may ask me some questions to clarify certain observations. My comments during the interviews will be digitally recorded with my permission. I understand that excerpts from written transcripts and my recorded verbal communications with the researcher may be quoted in future papers and/or journal articles that will be written by the researcher; however, I understand that the information I give out will be treated anonymously at all times by the researcher. Pseudonyms will be used to refer to all the participants in the study.

Therefore, I grant authorization for the use of the above information with the full understanding that my anonymity will be preserved at all times. I understand that transcripts, both paper and electronic will be kept secure in a locked cabinet in the researchers’ offices and that any recordings of conversations with me will always be treated anonymously until project completion and during any future publications by the author.

I have received a copy of this consent form to keep for myself and have read and understand all of it. Therefore, I agree to participate in the study. I understand that my participation is entirely voluntary and that I may withdraw from participating in this study at any point without prejudice to the university. I have signed below to indicate my consent.

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Participant‘s Signature Date

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Researcher‘s Signature Date

Consent Form for Teachers: An Exploratory Examination of HQSPD Study

**Research Study:** An Exploratory Examination of High-Quality, Sustained Adult Education Professional Development as it Affects Adult Learner Achievement

I, (print full name) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, am a teacher at \_\_\_\_\_\_\_\_\_\_\_Adult Education Program. In signing this consent form, I agree to volunteer in *An exploratory examination of high-quality, sustained adult education professional development as it affects adult learner achievement* research project being conducted by the researchers from Texas State University-San Marcos. The purpose of the research project is to establish the effects of HQSPD on learning outcomes. The researchers can be contacted by phone at 512-245-2303. I have been informed by the researchers that I have been selected to participate because I have experience with HQSPD and have been teaching adult students, hence I have information that can best be used for examining the effects of HQSPD on the learning outcomes of adult students. I understand that this research has been approved by the Institutional Review Board (IRB approval reference # xxxx) at Texas State University-San Marcos. Results from this study may help to inform education leadership practices including teaching practices.

The researchers explained to me that the IRB is responsible for protecting the rights and welfare of human research participants. I understand that if I have questions about this study I may contact the IRB chairperson Dr. Jon Lasser, by phone at 512-245-3413 (office) and by e-mail at

[lasser@txstate.edu](mailto:lasser@txstate.edu).

During the research process, I have been informed that I may be interviewed one or more times, and that researchers may also observe me teaching one or more times. After each observation session the researchers may ask me some questions to clarify certain observations. My comments during the interviews will digitally recorded with my permission. I understand that excerpts from written transcripts and my recorded verbal communications with the researcher may be quoted in future papers and/or journal articles that will be written by the researcher; however, I understand that the information I give out will be treated anonymously at all times by the researcher. Pseudonyms will be used to refer to all the participants in the study.

Therefore, I grant authorization for the use of the above information with the full understanding that my anonymity will be preserved at all times. I understand that transcripts, both paper and electronic will be kept secure in a locked cabinet in the researchers’ offices and that any recordings of conversations with me will always be treated anonymously until project completion and during any future publications by the author.

I have received a copy of this consent form to keep for myself and have read and understand all of it. Therefore, I agree to participate in the study. I understand that my participation is entirely voluntary and that I may withdraw my permission to participate in this study at any point without prejudice to the university. I have signed below to indicate my consent.

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Participant‘s Signature Date

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Researcher‘s Signature Date

Consent Form for Students: An Exploratory Examination of HQSPD Study

**Research Study:** An Exploratory Examination of High-Quality, Sustained Adult Education Professional Development as it Affects Adult Learner Achievement

I, (print full name) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, am student at \_\_\_\_\_\_\_\_\_\_\_Adult Education Program. In signing this consent form, I agree to volunteer in *An exploratory examination of high-quality, sustained adult education professional development as it affects adult learner achievement* research project being conducted by the researchers from Texas State University-San Marcos. The researchers want to find out how HQSPD helps students learn better. The researchers can be contacted by phone at 512-245-2303. I have been informed by the researchers that I have been selected to participate because I have experience as a student in a program where teachers who have participated in HQSPD have taught me and other adult students, hence I have information that can best be used for examining how HQSPD helps adult students’ learning outcomes. I understand that this research has been approved by the Institutional Review Board (IRB approval reference # xxxx) at Texas State University-San Marcos.

The researchers explained to me that the IRB is responsible for protecting the rights and welfare of human research participants. I understand that if I have questions about this study I may contact the IRB chairperson Dr. Jon Lasser, by phone at 512-245-3413 (office) and by e-mail at

[lasser@txstate.edu](mailto:lasser@txstate.edu).

During the research process, I have been informed that I may be interviewed one or more times, and that researchers may also observe lessons in which I will be taught by teachers who have participated in HQSPD. After each observation session researchers may ask me some questions to clarify certain observations. My comments during the interviews will be digitally recorded with my permission. I understand that quotes from written transcripts and my recorded verbal communications with researchers may be quoted in future papers and/or journal articles that will be written by the researchers; however, I understand that the information I give out will be treated anonymously at all times. Pseudonyms will be used to refer to participants in the study.

Therefore, I grant authorization for the use of the above information with the full understanding that researchers will protect my identity at all times. I understand that all transcripts will be kept safe in a locked cabinet in the researchers’ offices and that any recordings of conversations with me will always be anonymous until project completion and during any future publications by the researchers.

I have received a copy of this consent form to keep for myself and have read and understand all of it. Therefore, I agree to participate in the study. I understand that my participation is entirely voluntary and that I may withdraw from participating in this study at any point without prejudice to the university. I have signed below to indicate my consent.

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Participant‘s Signature Date

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Researcher‘s Signature Date