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University of West Alabama Applied Manufacturing Technology (AMT) Program

Participant Consent Form

McREL International is evaluating a grant awarded to University of West Alabama (UWA). This Trade Adjustment Assistance Community College and Career Training grant was funded by the U.S. Department of Labor. UWA's Applied Manufacturing Technology training program offers certificates, diplomas, and degrees in Computer Information Technology, Mechatronics, and Industrial Maintenance.

To measure the success of the grant, we need to gather information from all individuals who are enrolled in any of the new programs. Because you are enrolled in one of these programs, we would like you to participate in our data collection efforts. We would like to keep in touch with you periodically throughout your program of study, up through 2016, when the grant ends. We will be able to use some data already being collected by UWA, such as your educational records. UWA is partnering with the Region 3 and Region 6 Workforce Investment Board, so we would also secure employment, wage, and eligibility information (e.g., TAA-eligibility status). We would also invite you to participate in one to two surveys about your college experience.

We would like your permission to access this information. We will need to link information across the UWA and Workforce data systems. This means we will need personally identifiable information such as your name and/or Social Security Number. This will allow us to accurately match your information. We will not share your personal information in any summaries or reports. And, we will take care to protect your personal information. Information will be combined for all individuals by program or subgroups. No one will be identified in any publications. Publications include quarterly or annual reports, presentations, or journal articles.

There are no direct benefits or compensation for participating in these data collection efforts. Your participation is voluntary. You may stop participating at any time without consequence. There are no known risks associated with participation greater than those faced in daily life. But, you are granting permission for McREL to access your personal information.

If you have questions about the grant evaluation, contact Hsiang-Yeh Ho (615.565.0104; hho@mcrel.org). For information on protection of your rights as a participant, you may contact Karen Bumgardner (800.624.9120, ext. 5841; kbumgardner@mcrel.org).

By signing below, I am providing written confirmation that I understand the purpose for this data collection. And, that I am voluntarily participating in these activities.

Participant Signature

Participant Printed Name

Date (mm/dd/yyyy)

Evaluator Signature

Evaluator Printed Name

Date (mm/dd/yyyy)

¹Please note that the Institutional Review Board (IRB) does have the authority to inspect consent records and data files only to assure compliance with approved procedures. Data collected for research purposes are stored in compliance with corporate requirements for access, security, and redundancy. Data are stored in an encrypted format in a centralized, electronically and physically secure server for a period of at least five (5) years from the final audit of the project. All electronic data of a personal nature are safeguarded and available only to those project leaders, staff, and technologists having a need to know within the specific criteria set forth in the approved project plan. If, during the process of collecting data, a threat of violence against an individual or entity is uncovered, evaluators cannot guarantee anonymity or confidentiality to any party involved.