Sample

Consent Letter Parents/Guardians

Trends in International Mathematics and Science Study (TIMSS) 2019 in Hong Kong

[Date]

Dear Parents/Guardians,

The "Trends in International Mathematics and Science Study (TIMSS) 2019" is an important educational research project investigating student achievement in mathematics and science. More than 60 countries, including Hong Kong, are participating in this study. The study keeps us, as parents and citizens, informed about how our students in Hong Kong are performing in comparison to their peers in other countries and to compare programs of study and teaching practices. We will be able obtain current national and international information which will help improve the teaching and learning of mathematics and science in our country.

The Hong Kong study is conducted by the Faculty of Education of the University of Hong Kong and Policy 21 Limited. I, Professor Frederick Leung, am the Principal Investigator of this research project. Your child's class has been randomly chosen to participate in the study. The study requires students to answer mathematics and science questions, which each session is 36 minutes, followed by a student questionnaire on students' background and the learning experiences in mathematics and science. The questionnaire takes about 15 minutes to complete. All will be conducted in the school. Also, the study includes a questionnaire, which is to be completed by the parents. It will be brought back to school by your child upon completion.

The principal and superintendent of your child's school are fully aware of the project and have expressed their willingness to have the students participated. You may rest assured that your child's participation in this project will not affect his or her grade or progress in school. Participation is voluntary and your child may withdraw at any time without negative consequences. The collected data will be used for research purposes only. Strict confidentiality will be maintained. The name of your child will not appear in any publication. All the participating schools and students will have unique IDs, and the data files will not contain any names of the participants. Linkage information will be only known to the research team. The computer files containing the information will be encrypted and password protected. They will be kept by the Hong Kong Centre of IEA Studies indefinitely. Printed lists and instruments will be kept under lock for five years at the Faculty of Education of the University of Hong Kong after the publication of first paper.

If you have any question, please do not hesitate to contact your child's school or the Project Manager, Miss Connie Leung, at 3917-5055. For further information about the rights of participants in research, please contact the Human Research Ethics Committee, the University of Hong Kong (2241-5267).

If you understand the contents described above and agree to your child's participation in this research, please kindly sign below. Thank you very much for your support to this research project.

Yours faithfully,

Professor Leung, Frederick Koon-Shing The Hong Kong Centre for IEA Studies Faculty of Education The University of Hong Kong

Student Name:	
Parent's Signature:	

Class	No.:	 	 	
Date:				

HREC Reference Number: