

Future to Discover

Learning Accounts and Explore Your Horizons

Project Consent Forms

Future to Discover (FTD) is a research project. It is designed to help more New Brunswick students go on to post-secondary education (university, college, or trade schools) after they finish high school.

Three organizations are involved in this project:

- The Canada Millennium Scholarship Foundation (also known as the Foundation) will provide the money for this project.
- The New Brunswick Department of Education will administer the project through the *Future to Discover* Project Office (FTD Office).
- The Social Research and Demonstration Corporation (SRDC), a not-for-profit research organization, will organize the research and analysis.

This booklet contains two separate consent forms: one for the student and one for the student's parent(s) or legal guardian.

In order to volunteer for the *Future to Discover* project, students must complete the attached Student Consent Form, and their parent(s) or legal guardian must complete the Parent/Legal Guardian Consent Form.

Future to Discover

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Student Consent Form

Please read the following sections carefully and sign your name at the end of the form.

What happens when I volunteer for this project?

Future to Discover has two different parts: *Learning Accounts* and *Explore Your Horizons*.

Students who volunteer to take part in *Future to Discover* will have a chance to receive one or both of the following:

- grant money to pay for education after high school
- useful information from the project about post-secondary education and career choices

There is no automatic qualification for this project. Only a limited number of spots are available. Students will be chosen through a process called “random assignment.” This selection process is like a lottery or picking names out of a hat. All volunteers will have the same chance to be assigned to one of the three “program groups” or to the “comparison group.” About three in every four volunteers will be assigned to one of the program groups eligible to receive new services.

You will receive a letter about the group that you have been assigned to no later than July 31, 2005.

What happens if I am selected for a program group?

There are three program groups in the *Future to Discover* research project:

1. *Learning Accounts*: If you are assigned to this program group, you will be eligible to take part in a program that will offer you up to \$8,000 to help pay for your post-secondary studies.
2. *Explore Your Horizons*: If you are assigned to this program group, you will be eligible to take part in a program that, during high school, will provide you with free, helpful information and materials about the kinds of post-secondary courses you can take and future career choices.
3. *Learning Accounts and Explore Your Horizons*: If you are assigned to this program group, you will be eligible for *both* the educational grant money and the information described above.

What happens if I am selected for the comparison group?

The experiences of the comparison group help researchers tell whether or not the *Explore Your Horizons* and *Learning Accounts* programs work.

If you are assigned to the comparison group, you will not receive information or grant money from the *Future to Discover* project. However, you will remain eligible for the educational information services and financial help (such as student loans and bursaries) that are available to all students.

What will I be asked to do?

Whether you are in a program group or the comparison group, it is very important to the research for you to be interviewed. You may be interviewed by telephone several times. This will require a total of only two to four hours of your time over the next six years. During the interviews, you may be asked questions about how you are doing at school, what you plan to do after high school, or what jobs you may have.

Your answers to these questions are important to the project. The information you give will be used for research purposes only. Anything you tell the interviewer will be kept confidential. It will *not* be passed on to other people, such as your teachers, your parent(s) or guardian, or your classmates. You may refuse to answer any specific questions.

You agree to allow SRDC to give your contact information to future interviewers. You have just completed your first interview with a Statistics Canada interviewer. Any follow-up calls may be from Statistics Canada or a researcher hired by SRDC.

You can withdraw from the project at any time by calling the project researchers and signing an official withdrawal form. The telephone number is at the end of this form.

What other information about me will you collect?

The project will need other information about you in order to learn about your experiences. This information will be used only for research purposes. You will need to give your permission so that SRDC can get specific information about you from the following sources. This information will be collected for up to 10 years from the date you sign this form.

- **Your New Brunswick high school(s)**

You agree to authorize your high school(s) and the New Brunswick Department of Education to provide SRDC with information from your student records about the courses you have taken, your marks, provincial examinations you have written, and your high school graduation. In order to obtain this information, SRDC will provide the New Brunswick Department of Education your name, date of birth, gender, address and special SRDC project code number.

- **Post-secondary education institution(s)**

You agree to authorize post-secondary institutions (universities, colleges, or trade schools) to provide SRDC with information about your enrollment, programs, and courses. If the institution is a university in the Maritime Provinces, you agree to give the Maritime Provinces Higher Education Commission (MPHEC) permission to release the information on behalf of the university. In order to obtain this information, SRDC will provide your name, date of birth, gender, Social Insurance Number and the name of the high school from which you graduated to the MPHEC and to the post-secondary institution.

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- **Future to Discover Project Office, New Brunswick Department of Education**

You agree to authorize the FTD Office to provide SRDC with information about your participation in the project if you are selected to participate in one of the three program groups. This information will include any program documents or forms administered by FTD staff and access to the project website.

- **New Brunswick Student Financial Services Branch, Department of Education**

You agree to authorize the New Brunswick Student Financial Services (SFS) Branch to release to SRDC information from your student file about any grants, bursaries, loans and financial assessments that you may receive in the future. In order to obtain this information, SRDC will provide your name, date of birth, gender and Social Insurance Number to the SFS Branch.

- **Canada Millennium Scholarship Foundation**

If you are selected to participate in the *Learning Accounts* program, you agree to authorize the Foundation or its agent to provide SRDC with information about your *Learning Account*. The information will include any program documents or forms administered by Foundation staff.

- **Canada Revenue Agency**

You agree to authorize Canada Revenue Agency (CRA) or the agency responsible for administering tax laws for the Government of Canada to give SRDC information about your future income, education tax credits, deductions, and exemptions. In order to identify your file, SRDC will provide CRA with your name, date of birth, gender, Social Insurance Number, and possibly a copy of your signed consent form.

What will happen to my information?

All of the information about you (including your name) collected in the survey you completed for Statistics Canada, as well as any future interviews you complete with a survey agency contracted by SRDC, will be turned over to SRDC.

You agree to allow SRDC to link the information that you and your parent(s) or guardian provide in any surveys collected for this project with all the other information obtained through your participation in this project.

The information from high schools, the Foundation, and the FTD Office will be linked using a special project code number. The post-secondary, student financial services, and tax information will be linked using your name, date of birth, gender and Social Insurance Number. Information from your parent(s) or guardian will be linked to your information using the special SRDC project code number. SRDC is responsible for keeping this confidential linking file.

You will have a right to ask to see the information collected about you for the evaluation.

SRDC will also create a research file containing some or all of the information that has been collected about you. This file will not contain your name, address, or any other information that could identify you. Only the special project code number will be used to identify information from your project records.

Who will use my information during the research project?

Only SRDC and their researchers and researchers at Statistics Canada will use the information collected about you during the research project.

How will my information be used?

The researchers will analyse the information on the research file. The findings of this project will be published in research reports. The results from this project will be used to design future programs to help students go to university and college.

Is my privacy protected?

SRDC and their researchers will not release any information that contains your name, address, or any other way of identifying you to anyone without your permission.

Your name will not appear in any published reports and will not be used in any other way that would identify you.

What happens to my information after the research project is finished?

SRDC will destroy all data collected under this informed consent form within five years of publishing the final report.

The unidentifiable linked data — which will *not* include your name, address, telephone number, Social Insurance Number, or your parent(s) or guardian's name — will be kept indefinitely at Statistics Canada. It will be used only for research purposes. Your information on this file kept at Statistics Canada will be protected and used in accordance with the *Statistics Act*.

What do I agree to if I sign this form?

- I agree to take part in the *Future to Discover* project.
- The interviewer has fully explained the information on this consent form to me.
- I was given the opportunity to ask questions and I was satisfied with the answers that I received.
- I understand what the procedures are and what I can expect if I agree to be in the project.
- I understand that all of the information I provide will be kept confidential. I consent to the use of my personal information with the protections described above.
- I understand that my participation in this project is voluntary.
- I give permission to SRDC to release the following information to the FTD Office and their agents so that they can let me know if I have been selected for the *Learning Accounts* program, *Explore Your Horizons* program, or both the *Learning Accounts* and *Explore Your Horizons* programs: my name, address, telephone number, date of birth, and gender; the name of my school; the name of my parent(s) or guardian; and emergency contact information.

Who should I contact for more information about the research?

Please call SRDC at 1-877-290-1754 with any questions about the research project.

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Learning Accounts and Explore Your Horizons

Parent/Legal Guardian Consent Form

Please read the following sections carefully and sign your name at the end of the form. You must be the parent or legal guardian of the child.

Who needs to sign this form?

Each student who has been invited to join the *Future to Discover* research project must sign the Student Consent Form to take part in the project. The student's parent or legal guardian must also sign the Parent/Legal Guardian Consent Form.

What do I agree to by signing this consent form?

I acknowledge that the interviewer has explained the information on the Student Consent Form to both my child and me. My child has freely volunteered to take part in the project and signed the required consent form for participation.

I acknowledge that the following information was explained to me:

- the purpose of the *Future to Discover* project, who is organizing it, and what is involved in taking part in the project
- how the information my child and I provide for this project will be used and who will use it
- my child will have a chance to receive grant money or special information regarding his/her future career and education choices or both
- the information my child and I give to the interviewers will be kept confidential
- my child may leave the project at any time by calling the project researchers and signing an official withdrawal form.

What other information about me will you need?

If your child is selected to take part in the *Explore Your Horizons* or *Learning Accounts* program or both, you (or your spouse) will need to give your permission so that SRDC can get specific information about you from the following sources:

- ***Future to Discover* Project Office, New Brunswick Department of Education**

If your child is selected to receive information from the *Explore Your Horizons* program, you (or your spouse) will be invited to workshops to learn about ways to help support your child in exploring career and post-secondary options. You agree to authorize the FTD Office to give SRDC information about your participation in the project for research purposes.

- **Canada Revenue Agency**

If your child is selected for the *Learning Accounts* program, SRDC will ask you (and your spouse) to authorize Canada and Revenue Agency to release information from your 2003 or 2004 income tax return(s). The information will be relevant to and used by SRDC solely for the purpose of determining and verifying your child's eligibility for *Learning Accounts*.

In addition, you (or your spouse) may be surveyed during the project.

What will happen to my information?

All of the information about you (including your name) collected in the survey you completed for Statistics Canada, as well as any future interviews you complete with a survey agency contracted by SRDC, will be turned over to SRDC.

Your permission is required for SRDC to link the information about you as described above with information provided by your child from the sources listed in the Student Consent Form. The information will be linked using a special SRDC project code number assigned to your child.

SRDC will also create a research file. This research file will *not* contain your name, address, or any other information that identifies you as an individual.

Any information that is collected during the course of this project will be kept strictly confidential. SRDC and the researchers hired by SRDC to work on this project will *not* release any of this information in any form that contains your name, address, or any other identifying information.

What does it mean if I sign this form?

By signing this form, I give consent for my child to take part in the *Future to Discover* project.

Who should I contact for more information about the research?

Please call SRDC at 1-877-290-1754 with any questions about the research project.

