**Research Study Title:** (Insert Study Title)

***\*\*All information in blue italic is for guidance only. Please delete all blue italics text when the form is completed.***

Dear/Hello (insert name/s if known),

Australian Catholic University (ACU) researchers are looking for student volunteers for a research study about *(provide brief details in simple language about the aim of the research)*

Participation in this research study is voluntary and optional and is not a requirement of your course.

Your decision to participate, or not, will have no impact on your relationship with ACU, the researchers, or assessments and course grades.

To be eligible to participate in this study, you will need to meet the following criteria:

You are able to take part if: *(outline the inclusion criteria e.g. 18+)*

You will not be able to take part if:*(outline the exclusion criteria e.g. High blood pressure)*

If you agree to participate, you will be asked to complete the following: (*choose from the options below or add to, and delete what is not relevant to your study)*

* **A Survey** that will be conducted (*online, by telephone or paper-based*) and will be (*insert if anonymous or identifiable*) that will take approximately (*insert time commitment*) to complete.
* **A Focus Group** that will be conducted (*insert if online or face-to-face*) and will take approximately (*insert time commitment*) to complete.
* **An Interview** (*insert if Face to Face, Online or Telephone*) that will take approximately *(insert time commitment)* to complete.
* **Clinic/lab visit, or study visit** at the (*insert clinic/lab or study visit location*) and we expect that it will take approximately (*insert time commitment*) to complete.

***Please note if you are planning on offering financial incentives such as reimbursements, gift vouchers, a draw to win a prize etc, in the recruitment/advertising material, you can state that participants will be given a gift voucher/be reimbursed for time/or go in a draw etc, but you are not allowed to say the value of this incentive/reimbursement. This can, however, be specified in the Participant Information Letter.*** *See sample example statements below:*

*As a thank you for your participation and time, you will be provided with a gift voucher. Or,*

*As a thank you for your participation and time, you will have the opportunity to win one of 5 gift vouchers.*

For further information and a full description about the study, please see the *(insert - attached or below link or click on the QR code*) Participant Information Letter and Consent form.

The ethical aspects of this study has been approved by the ACU Human Research Ethics Committee, and the ethics number is: *(insert ethics id number)*

Please contact (*insert contact name)* who is the (*insert if the CI or Student researcher)* via (*insert email or phone number*) if you have any questions about the research.

*(Optional for screening purposes or EOI) - delete if not applicable)*

To register your interest in taking part in the research study, please contact *(insert contact name)* who is the (*insert if the CI or Student researcher)* via (*insert email or phone number)*