You are being invited to participate in a research study about [explain the study’s purpose in a few words]. The study is being conducted by [insert the name of the principal investigator and name of faculty advisor], from the [insert the department affiliation] at Alvernia University. [If the principal investigator is a student, indicate that the study is being conducted as part of an undergraduate project, graduate student project, thesis, or dissertation. If funded, identify the funding agency.]

You were selected as a possible participant in this study because [explain succinctly and simply why the prospective subject is eligible to participate].

There are no known risks if you decide to participate in this research study. There are no costs to you for participating in this study. The information you provide will [briefly explain what the information is being used for]. The questionnaire will take about [approximate amount of time] to complete. The information collected may not benefit you directly, but the information learned in this study should provide more general benefits [to the general public, to the field of study].

This survey is anonymous. Do not write your name on the survey. [If this is a web-based survey, indicate how you will provide anonymity (i.e., not collect IP addresses). Also indicate that absolute anonymity cannot be guaranteed over the Internet.] No one will be able to identify you or your answers, and no one will know whether or not you participated in the study. Individuals from [give name of the funding agency, if any] and the Institutional Review Board may inspect these records. Should the data be published, no individual information will be disclosed.

Your participation in this study is voluntary. By completing and [doing whatever the respondent should do with the completed survey (e.g., mail, put in a box in a specific location)], you are voluntarily agreeing to participate. You are free to decline to answer any particular question you do not wish to answer for any reason.

If you have any questions about the study, please contact [Name, mailing address, home number, and email address of the principal investigator (and the faculty advisor)].

The Alvernia University Institutional Review Board (IRB) has reviewed my request to conduct this project. If you have any concerns about your rights in this study, please contact Peggy C. Bowen, Ph.D., CTS, Chair of the Alvernia University IRB at 610.796.8483 or email at [Peggy.Bowen@alvernia.edu]