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**Institutional Review Board for the Protection of Human Subjects**

**Form H—Recruitment Letter for Adult Participants**

**[INSERT STUDY TITLE ]**

***This is an example; the language should be modified for your proposal as necessary.***

***Recruitment letters/scripts/e-mails must employ a neutral tone in order to avoid coercion or undue influence.***

Dear Colleagues,

I am currently a student at Whitworth Univeristy. I am pursuing a degree in counseling. One requirement of the program is to conduct a research study on a topic of interest. I am interested in investigating how you deal with \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ in your classroom.

Before I am able to conduct any research, I need to obtain informed consent from you. The attached consent form provides a detailed outline of my research study and what your role in the study would be. Please read the consent form and contact me with any questions or concerns. If you would like to participate in the study, please \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

You can reach me at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ if you have any questions.

Best,

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_