

Address

Date

Dear Participant,

**Re: Invitation to Participate in a Research Study**

My name is \_\_\_\_\_\_\_\_\_\_\_\_, and I am a \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ at the Faculty of Education and Liberal Studies at the University of Technology, Jamaica. I am also the lead researcher for the study titled *\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.*

The aim of this study is to \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. To achieve this aim, an online survey will be used to collect data from participants. The survey will be administered in \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. The information collected will be used in a research study on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, which will be published as a book chapter.

You have been selected to participate in this because you are a \_\_\_\_\_\_\_\_\_. If you volunteer to participate in this study, you will be required to sign a consent form before completing an online survey, which should take no more than 10 minutes. If you do not want to be involved in this study, please do not complete the survey. If you agree to participate but later decide to withdraw your participation, you have the right to do so without penalty. Also, only the lead researcher can access the dataset, which would be stored in a University of Technology, Jamaica storage, according to the guidelines of the Data Protection Act of 2020. All individual responses will be confidential and anonymous. Therefore, you will not be identified on any of the data collected.

Please note that the researcher has already applied for research ethics clearance from the Research Ethics Committee at the University of Technology, Jamaica. If you have questions regarding your rights as research participants, contact, the Faculty of Education and Liberal Studies Research Ethics Coordinator, by email: Mr. A. Lawrence, the Data Protection Officer at the University of Technology, Jamaica, by email at [dpo@utech.edu.jm](mailto:dpo@utech.edu.jm). I would appreciate your response by the end of \_\_\_\_\_\_\_\_\_\_\_\_\_.

Thank you in advance.

Sincerely,

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

[Name]