**INFORMATION TO PARTICIPANTS INVOLVED IN RESEARCH**

**You are invited to participate**

You are invited to participate in a research project entitled [Click here and provide project title].

This project is being conducted by a student researcher [provide student’s name] as part of a [provide course details, for example Honours/Masters/PhD study] at Victoria University under the supervision of [provide supervisor’s title and name] from [provide details of faculty].

OR

This project is being conducted by [enter title and name of VU staff) from [enter details of College] at Victoria University.

**Project explanation**

[Click here and provide a short summary of the project]

**What will I be asked to do?**

[Click here and list down details of what participants will be requested to do and how much time will be involved]

**What will I gain from participating?**

[Click here and explain potential benefits including payment/reimbursement to participants]

**How will the information I give be used?**

[Click here and list how the information is to be used by the researcher]

**What are the potential risks of participating in this project?**

[Click here and provide a clear indication of any potential risks associated with participating in the project]

**How will this project be conducted?**

[Click here and provide a brief explanation of methodology in simple language]

[If you intend to provide a gift card to participants, include here the statement “If the participant chooses to accept a gift voucher, VU will record their names for financial auditing purposes.”]

**Who is conducting the study?**

[Click here and list details of organisation/s involved in the project]

[Click here and list details of the Chief Investigator including contact details]

[Click here and list details of the Student Researcher (if applicable) including contact details]

Any queries about your participation in this project may be directed to the Chief Investigator listed above.

If you have any queries or complaints about the way you have been treated, you may contact the Ethics Secretary, Victoria University Human Research Ethics Committee, Office for Research, Victoria University, PO Box 14428, Melbourne, VIC, 8001, email researchethics@vu.edu.au or phone (03) 9919 4781 or 4461.