**Sample E-mail Participant Recruitment**

Hello,

My name is ***(insert name)*** and I am a student working under the supervision of ***(insert Faculty Supervisor’s name)*** in the ***(insert program)*** in the ***(insert name)*** Department at Seneca College. I am contacting you to see if you would be interested in participating in my study about ***(insert short description of topic and purpose of study)***.

Participation in this study involves ***(insert description of required participation – e.g. interview or questionnaire, etc.)***. Participation in this study would take approximately ***(insert amount of time)*** of your time. I would like to assure you that the study has been reviewed and received ethics clearance through Seneca Research Ethics Board.

However, the final decision about participation is yours. Please read the attached information letter, which gives more details about the study.

If you are interested in participating, please contact me at ***(insert email)*** to arrange a time and place for participation.

Sincerely,

***(insert name)***