Include all recruitment materials with your IRB application including flyers, invitations, recruitment emails, social media posts, etc. If your recruitment material will include weblinks or QR codes, please include them.

Recruitment materials should include the following information:

1. Name of the primary investigator and/or research facility/institution
2. The condition under study and/or purpose of the research
3. A summary of participant inclusion and exclusion criteria
4. A brief list of the procedures involved
5. The time commitment for a participant
6. Any compensation or reimbursement for time/travel
7. The location of the research and contact person for further information
8. State clearly that the project is RESEARCH
9. Indicate the study has been reviewed by the Belmont University IRB

Recruitment materials should **not**:

* Emphasize monetary compensation
* Use catchy words like *free* or *exciting* or something a participant might *win*
* Mislead potential participants about the purpose of the research

Adapted from Homer R, Krebs R, Medwar L. Advertisement for research. In: Amdur RJ, Bankert EA. *Institutional Review Board: Member Handbook.* 4th ed. Jones & Bartlett Learning; 2022:115-118.