**PARTICIPANT INFORMATION SHEET**

All researchers and HDR candidates are required to prepare a participant information sheet (in no more than three pages) providing information for each of the following categories and submit it for approval with the FNU Human Research Ethics Application Form.

|  |  |
| --- | --- |
| **Research Project Title:** |  |
| **Research Investigator:** |  |
| **Address & Contact Details of the Research Investigator:** |  |
| **Names & Roles of Other Researchers Involved in the Project:** |  |

**Project Description**

* Please provide the title and a brief description of the project, and why it is being done.
* Include the principal aim of the research project.

**Data Management & Dissémination of Results**

* Name the researcher/s responsible for data collection.
* Explain what data will be collected and what methods will be employed for collecting this data.
* Explain how the data gathered will be used, stored, and disposed.
* Explain how participants will gain an excess of the findings of the final research project.
* Explain if the results from the study will appear in publications including in a thesis report, a journal, or presentations at conferences.

**Participant Role**

* Provide details of the number of participants.
* Provide details on whether or not participants’ identities will be collected.
* Give details of any discomfort or risk involved.

**Project Procedures**

* Outline what the participants will be expected to do, the time involved, and other relevant details*.*

**Participant’s Rights**

* Taking part in the study is voluntary;
* You can decline to answer any particular question;
* You can withdraw from the study at any point in time;
* You can ask any questions about the study at any time during participation;
* Your name will not be used in any research outcomes; and
* You will be briefed on the findings of the study after it has been concluded.
* You can ask the researcher to switch off the recorder at any time during the interview.

**Payment or Monetary Benefits**

You will not receive any payments for your participation since the data will only be used for academic purposes.

**Project Contacts**

Include the names and contact details of the researcher/*s.*

Name of researcher:

Full address:

Tel:

Email:

**Concerns about this Research**

If you have any worry concerning this research or about how it is being conducted, you can contact the Research Office at Fiji National University, Nasinu Campus on +679 3394000 or email Grant & Ethics Officer [reena.singh@fnu.ac.fj](mailto:reena.singh@fnu.ac.fj).