

# Navajo Technical University

---

## Institutional Review Board (IRB) • Recruitment Script Template

*Instructions for Researchers: Update all bracketed text [like this] with your specific study details. Do not alter the standardized compliance language regarding voluntariness, data handling, or institutional contact info. Submit this finalized document alongside your NTU IRB application.*

### Part 1: Recruitment Protocol Information

---

**Protocol Title:** [Insert official study title here]

**Principal Investigator (PI):** [Insert Name, Title, Department/Division]

**Co-Investigator(s):** [Insert Name(s) and Affiliation(s), if applicable]

**Funding Source:** [Insert Funding Agency/Grant Name, or state "Unfunded"]

**NTU IRB Protocol Number:** [Leave blank until assigned by IRB]

### Part 2: Verbal / Written Recruitment Script

---

#### Introduction & Purpose

Yá'át'ééh (Hello). My name is **[Insert Name]**. I am a **[Insert Role, e.g., student / professor / researcher]** at Navajo Technical University.

I am reaching out to invite you to participate in a research study titled **[Insert Study Title]**. The main goal of this project is to learn more about **[Insert brief, plain-language description of what you are studying; avoid academic jargon]**.

## Study Procedures

If you choose to participate, you will be asked to:

- **[Procedure 1: e.g., Complete a one-time paper or online survey]**
- **[Procedure 2: e.g., Participate in a face-to-face or virtual interview]**

This process will take approximately **[Insert Time Commitment, e.g., 30 minutes]** of your time.

## Voluntary Participation & Rights

Your participation in this research is completely voluntary. You can choose not to participate at all. If you decide to participate, you can skip any questions you do not want to answer or stop participating at any time. Your choice will not impact your grades, your employment, or your relationship with Navajo Technical University in any way.

## Confidentiality & Data Management

Your privacy is very important to us. All information collected during this study will be kept strictly confidential.

- Your name and identifying information will **[be replaced with a code / never be collected]**.
- All data will be stored securely on password-protected devices.
- Only the research team will have access to this information.
- The results of this study may be published or presented, but your individual identity will never be revealed.

## Cultural & Sovereignty Considerations

This study respects the research protocols of the Navajo Nation. The data collected will be used solely for the purposes stated above to benefit the community and educational research.

## Contact Information

If you have any questions about this study or what you will be asked to do, please contact me directly:

- **Principal Investigator:** [Insert Name]

- **Phone Number:** [Insert Phone]
- **Email Address:** [Insert Email]

If you have questions about your rights as a research participant or want to voice concerns, you may contact the Navajo Technical University Institutional Review Board (IRB) Office at [Insert NTU IRB Phone/Email, e.g., [irb@navajotech.edu](mailto:irb@navajotech.edu)].

### Part 3: Participant Screening & Next Steps

---

*(For researcher use during live interaction)*

- **If the individual says YES:** "Thank you. Let's proceed to the official informed consent process before we begin."
- **If the individual says NO:** "Thank you for your time. Have a wonderful day."