**Key Informant Interview Recruitment Email**

Dear XXXXX,

You are invited to participate in a key informant interview to share your experience as [ROLE]. We are contacting those who have mentored students that presented at the Student Research Day at TUSDM and received your name from Research Administration. We are conducting a qualitative assessment to understand the current research environment for dental students, goals for student research, and the perceived challenges.

We will be conducting individual key informant interviews with a few faculty members that will take place on site at TUSDM, lasting approximately 45 minutes. At the beginning of the session, we will ask you to complete a brief survey and then ask questions related to your experiences with student research. All information will be kept anonymous. We would also like your input on a new electronic resource that has been developed for the university. The results from this assessment will be presented at the ADEA meeting in 2015.

There are no expected risks or direct benefits to participating in the interview. Participation or the refusal to participate will have no effect on your [academic standing OR employment status]. The opinions you disclose in the interview will have no effect on your [academic standing OR employment status]. All responses to questions in the interview will remain anonymous and only individuals from Tufts University will review the audio recording. This study has been reviewed and approved by the Tufts Health Sciences IRB.

If you are willing to participate, please click the following link to select the days and times that you might be available to schedule a [AMOUNT OF TIME] meeting: [AVAILABILITY SCHEDULE].

For any comments or requests, please contact Principal Investigator Dr. XXXX at 617-636-XXXX or [XX.XX@tufts.edu](mailto:XX.XX@tufts.edu). If you have questions about the rights of research subjects, please contact the Institutional Review Board Administrator of Tufts Health Sciences IRB at (617) 636-7512. This study has been reviewed and approved by the Tufts Health Sciences IRB.

Thank you for your time and consideration.