

SAMPLE Contact Cover Letter for student surveys

Dear Fellow Certified Athletic Trainer:

I am a master's degree candidate at (**University Name**), requesting your help to complete part of my degree requirements. Please follow the link at the end of this letter to an online survey titled: (**Title of Project**).

This student survey is not approved or endorsed by NATA. It is being sent to you because of NATA's commitment to athletic training education and research.

The questionnaire consists of ___ demographic questions and ___ Likert Scale (1-very uncomfortable to 5 very comfortable) questions, which will take about five to seven minutes to complete.

One thousand randomly selected certified NATA members in (**Location Demographic**) with a listed email address are being asked to submit this questionnaire, but you have the right to choose not to participate. The (**University Name**) Institutional Review Board has approved this study for the Protection of Human Subjects.

This is a completely anonymous questionnaire and upon submission, neither your name nor email address will be attached to your answers. Your information will be kept strictly confidential.

As a fellow certified athletic trainer, your knowledge and opinions regarding this topic makes your input invaluable. Please take a few minutes to fill out the anonymous questionnaire you will find by clicking on this link and submit it by (Date):

(<http://web page link/>)

Thank you for your time and consideration.

Sincerely,

Name of Member and Credentials

Institution Name

Address

Email Address

Participants for this survey were selected at random from the NATA membership database according to the selection criteria provided by the student doing the survey. This student survey is not approved or endorsed by NATA. It is being sent to you because of NATA's commitment to athletic training education and research.