



Office Use Only	
Received:	
IRB File Number:	
Reviewer:	
IRB Decision:	

Institutional Review Board Research Application Form

Note: IRB approval may be granted only for human subjects research conducted by Lee College faculty, staff, students (on or off-campus), and eligible external applicants.

E-mail completed form along with any attachments to IRB@lee.edu.

Please Check One:	<input type="checkbox"/> New	<input type="checkbox"/> Continuing	<input type="checkbox"/> Modification
-------------------	------------------------------	-------------------------------------	---------------------------------------

Project Title:	
Principal Investigator: (may not be an undergraduate student at Lee College)	
Investigator E-Mail Address:	
Investigator Phone Number:	

Institution Conducting Study:	
Faculty Sponsor (outside institution):	
Proposed Start Date:	
Duration of Study (months):	
Research Locations:	

	Name:	E-Mail	Primary Phone
Co-Investigator(s):			
Student Investigator(s):			
Other:			

Please fill in all fields in the Application Form. (There is no character limit.)

1. State the overall objectives and specific aims of the research.

2. Who are the subjects and how will they be recruited?

3. Describe the procedures to be used for data collection and whether data collection will be confidential, private or anonymous. Describe who will have access to the records and what will happen to data after completion of study.

4. What risks are faced by subjects participating in this research, e.g., injury, pain, emotional distress, or invasion of privacy? What measures will be taken to minimize these risks?

5. Will there be any costs to be borne by subjects by virtue of their participation in this research?

- 6. Will there be any compensation or reimbursement to subjects in this research (i.e. monetary payments, course credit, services etc.)?**

- 7. What are the likely benefits of this research to the subjects as well as to public knowledge?**

- 8. How will information be disseminated at the close of the study (i.e. dissertation, presentation, publication). If information is for classroom or institutional use, please describe.**

ATTACHMENTS:

Please attach documents as additional pages here.

Required attachments include:

- Consent Forms
- Surveys or Questionnaires
- Any disclosures explaining risks or procedures
- Letters of approval if access to subjects is sought from clinics or other agencies
- Any approvals or documentation from external IRBs

Principal Investigators are **required** to submit a Human Subject Protection Training certificate with their application. NIH offers a 1-2 hour online training course. Please attach your certificate here. Applications without training certificates will not be reviewed until the training is complete.

NIH Protecting Human Research Participants Training
<http://phrp.nihtraining.com/users/login.php>

Do not write below this Section.

This section intended for IRB Representative Use ONLY.

IRB	
IRB Process	<input type="checkbox"/> Exempt <input type="checkbox"/> Expedited Review <input type="checkbox"/> Full Review
IRB Decision	<input type="checkbox"/> Approved <input type="checkbox"/> Not Approved <input type="checkbox"/> Conditionally Approved (see attached)

Comments: (attach additional sheets as necessary)

IRB Chair or Representative

Date

By filling in my name and the date I assert that I have reviewed the above document and made an official recommendation on behalf of the Lee College-Institutional Review Board.