Institutional Review Board
APPLICATION FOR PROJECT REVIEW

TITLE OF PROJECT:

Proposed start date:   End date:

Funded by:

If student project, student(s) involved:

CONTACT INFORMATION FOR PRIMARY INVESTIGATOR (P.I.)

Email address:       Phone number:

Investigator Name
and
Mailing address:

List any qualifications of the PI or other researchers that specifically relate to this project:

DO YOU REQUEST AN EXPEDITED REVIEW?  ☐ YES  ☐ NO
Describe the project: (Attach a copy of all instructions and any other correspondence to be sent to participants. If applicable, attach a copy of the survey instrument.)

Identify the problem under investigation and the purpose of the study:

Identify the participant population:

How will participants from the population be selected?:
Describe the specific procedures involved in the collection of the data:

Will any incentives be provided to encourage participation?:

If Excelsior College students, faculty, and/or staff are included among participants, describe how investigators will ensure that appropriate policies and procedures will be followed. See item 2F under the Excelsior College policy on Research Regarding Human Participants for details (http://www.excelsior.edu/research-involving-human-participants):

Describe the processes, including data storage procedures for at least three years, that will be used to maintain confidentiality of participant information:
**PARTICIPATION OF HUMAN PARTICIPANTS IN THE PROJECT**

Will this study place participants at risk?  □ Yes  □ No  

Does study involve any invasive procedures or painful stimuli?  □ Yes  □ No  

*If yes, how will informed consent be obtained?:*

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**Will the study involve any of these special populations?**

Individuals under age of 18?  □ Yes  □ No  

Prisoners  □ Yes  □ No  

Individuals with mental disabilities  □ Yes  □ No  

Can the study have any adverse effects on pregnancy?  □ Yes  □ No  

*If yes, please explain:*

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How will confidentiality be maintained?:

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If applicable, list all other institutions participating in the project. Attach written permission from each:
Proposals including research involving Excelsior College students, faculty, or alumni as participants in the study must first be approved by the appropriate dean or unit leader before the IRB review begins. If this applies, indicate the name of the dean or unit leader below and attach a statement of approval to this application.

Dean or Unit Leader Name:

NOTE:
Where projects involve risk to participants, the investigator must notify the board immediately of any harm or injury suffered by participants while participating in the study, or any potential or emergent problems posing additional risks to participants.

All principal investigators must submit a report regarding human participants within 90 days of the completion of the project.

Any alterations or changes in procedures or protocols require notification and approval of the board.

Signature of Principal Investigator

Date

Signature of Faculty Supervisor (if student project)

Date

Signature of Student (if student project)

Date