Section ll: Study Information

This study is primarily being completed as part of:

- ◯ Doctoral Dissertation
- ◯ Graduate Student Research
- ◯ Undergraduate Research
- ◯ Faculty Research
- ◯ Grant or Contract
- ◯ Other:

Level of Risk:

Based off participant level of risk, which level review are you applying for (review the IRB Handbook for definitions of each level):

- ◯ Exempt Review
- ◯ Expedited Review
- ◯ Full Board Review

Will the recruitment or data collection for this study be conducted on the internet?

- ◯ Yes
- ◯ No

Name of Location(s) where recruitment or data collection of study will be conducted. If online/ virtual, provide webpage names and URLs. (note you will need to submit letters of approval for each location):

Note that you may not recruit participants until after the IRB has provided a letter of approval for your study Proposed date to start recruiting participants:

How many participants do you aim to have?

How much time is expected of each participant to complete the study?

Section lll: Description of Study

Recruitment: Describe your recruitment procedures.

Inclusion: Describe inclusion criteria for participants (language, education level, technology proficiency, etc.):

Exclusion: Describe exclusion criteria for participants (see inclusion):

Rationale: Describe rationale for the research project and the reason for using the participant population in question:

Incentives: Are there any forms of incentives used to encourage participation (i.e., monetary bonus, benchmarking results for participating organization)? Specify:

Benefits: Provide any potential benefits to participation in the study (not including the above incentives):

Risks: Provide any potential risks to participants that may occur in their participation, and what is being done to minimize these risks:

Informed Consent: Describe the procedures that will be used to obtain informed consent and protect the anonymity of the research participants:

Data Collection: Describe the procedures for data collection (step-by-step of what the participants will be asked to do). Be sure to include the name of any measures/tools/surveys being given. If data collection online, provide an active link the participants will receive to participate:

Training: Briefly explain the nature of training you received in data collection, research design or in conducting this research:

Security: Explain how the data and results will be securely stored to protect the privacy of the participants:

Attestation

*Application is not considered complete until the IRB notifies that it has received all study materials including but not limited to:

-Completed IRB Application signed by principal investigator.
-Human Subjects Training Certificate(s) for all research team members.
-Any instruments/surveys/measures/screening tools that participants will interface with.
-Recruitment Flyers/Documents, including text of e-mail or web-based solicitation.
-Letters of Approval for locations, measures, recruitment, etc.
-Informed Consent document(s).
-Faculty sponsor approval form (if student research).

*Completion and approval of this form and application materials are required **PRIOR** to collection of data.
*Average length of review is 2 weeks, although it may take longer.

By electronically signing here you are attesting that the above information is accurate and adheres to all ethical standards.

Signature: Date:

Students: In a single email from your HIU assigned email address send all information listed in the attestation section above to IRB@hiu.edu. Note that student applications sent from non-HIU email addresses will not be reviewed.

***Non Students: After completing and signing, in a single email send this application along with all study materials listed in the attestation section above to IRB@hiu.edu. If HIU faculty or staff send from your HIU email address. ***