

**Human Subjects Institutional Review Board (IRB) Form (External Use)**

**I. Researcher Information**

Principal Investigator:

NSU Contact Person (for off-site entity)

Department/Center:

School/Unit:

Business, Organization or University:

Department/Center:

School/Unit:

Contact Person:

Title:

Address:

E-mail Address:

Telephone Number:

Fax Number:

**II. Abstract**

Project Title:

Is this research request for the administration of a survey?      Yes                  No

Please provide: a) Detailed description of the Research Protocol involving Human Subjects, including the subject selection process, identification of the target population and the number to be tested b) A description of how you plan to protect the human subjects and assure their confidentiality, c) A copy of all consent forms and/or questionnaires to be used in the research.

**III. Certificate of Review**

I, as the Principal Investigator, agree to abide by the rules and regulations governing the rights of human subjects in research and training as set forth in my application for approval submitted to the NSU Human Subjects Institutional Review Board (IRB). Properly executed consent forms will be retained as part of my record of this project and I will immediately notify the Office of the Vice President for Research and Technology of any adverse reaction(s) encountered and corrective measures taken. A copy of the research Abstract describing the involvement of human subjects is attached to the Certificate of Review and copies of consent forms to be used by participants are provided. I will also provide notice to the Chairman of the Human Subjects IRB of any changes to be instituted in the protocol during this investigation.

\_\_\_\_\_  
Signature of Student (If applicable)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of the Principal Investigator, Faculty Mentor-Advisor or Business Representative

\_\_\_\_\_  
Date

**IV. Human Subjects IRB Approval**

Approve

Disapprove

Defer

Revise

Project Period: \_\_\_\_\_ to \_\_\_\_\_

\_\_\_\_\_  
**Rowena Wilson, D.S.W.**

Chairman

Human Subjects Institutional Review Board

\_\_\_\_\_  
**Paula R. D. Shaw**

Director

Office of Sponsored Programs

**Submit this form to:**

Office of Sponsored Programs

700 Park Avenue, E.L. Hamm Fine Arts Building, Suite 212, Norfolk, VA 23504-8060

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