

# REQUEST FOR PROJECT CERTIFICATION

## Catawba College Institutional Review Board

1. Name of Principal Investigator (or faculty sponsor):

2. Date of submission:

3. Time span for the project:

4. The project is essentially a student project:

If Yes, course for which project will be submitted:

If Yes, name of Student Investigator:

5. Funding source(s) for the project (if none, so indicate):

6. Title of project

7. Purpose of the project, stated clearly.

a. Include a brief summary of salient background information, what research issue is being addressed, and the research purpose/hypothesis.

b. Describe *why* the use of human subjects is *necessary* for this project.

Humans are needed to study this topic as the topic concerns humans.

c. Describe the *benefits* to be gained by individuals and society.

d. Are your intended procedures recognized as a "common" way to study this research topic? Yes

e. Reference(s) for your intended procedures (if modeled after the existing literature):

8. Abstract of the project (including the type of experimental design, a description of what will be asked of/done to participants, kinds of data to be collected, the data-gathering tools, recording procedures, and how these data will be treated for analysis. *Attach data-gathering tools*).

9. The project will occur on the Catawba College Campus

10. Expected Number of Participants:

11. Participants will come from one of these Vulnerable Groups:

Catawba College Students

Children

Decisionally Impaired

Institutionalized

Non-Native English Speaking

Students from PI's Class(es)

Other:

**12. Obtaining Participants**

- a. How will participants be selected?
- b. Recruiting Methods (Describe how prospective participants will be contacted):
- c. Describe the inducements used for participation (if none, so indicate):
  - 1. describe consequences of declining to participate (if none, so indicate):
  - 2. describe consequences of withdrawing from the project (if none, so indicate)

**13. Indicate the amount of time required for participation:**

**14. Describe the method for obtaining INFORMED CONSENT:**

**15. Informed Consent Issues:**

Participants are informed of their right to withdraw during the project  
Participants are informed of any consequences of declining or withdrawing from the project

Participants are informed of pertinent attendant risks  
Participant are informed about who to contact for questions about the project and/or their rights.

The project requires disclosure of personal information  
The project ensures data are kept confidential

A copy of "Informed Consent" Form is attached

**16. Participants obtained from a VULNERABLE GROUP (as identified in item #9) require special attention to several aspects to "Informed Consent", e.g., participation truly is voluntary, requisite information for making a choice is understood, another person may be responsible for "consenting" for the potential participant. Describe the methods to be followed to obtain VOLUNTARY informed consent from participants obtained from vulnerable groups.**

**17. Summarize attendant risks to participants that may occur, e.g., physical, psychological, privacy; requests for personal information, use of deception**

**18. Evaluate the risks itemized in #16, above, e.g.,**  
a. how do the risks compare to those normally encountered in daily living?

**19. Discuss the "Risk/Benefit" Ratio as applied to this project:**

**20. Dealing with attendant risks.**

- a. Describe how you will minimize risks to your participants, including unintended stress arising from participation:
- b. If participants are asked to reveal personal, embarrassing, and/or sensitive information, describe how this information will remain anonymous and/or confidential (if not applicable, so indicate):
- c. If participants will be placed under any physical risk, describe the appropriate medical support services available if needed (if not applicable, so indicate):

**21. Describe the "Debriefing" plans for these participants:**

**22. Describe how the data will be used, i.e., how confidentiality and/or anonymity will be maintained:**

**23. How long will the data be kept and when and how will they be destroyed?**

Submitted by \_\_\_\_\_ Date: \_\_\_\_\_  
(student signature)

Supervised by: \_\_\_\_\_ Date: \_\_\_\_\_  
(Faculty/supervisor signature)

Department Reviewer \_\_\_\_\_ Date: \_\_\_\_\_

**CATAWBA COLLEGE – CONSENT FORM**

**Consent to act as human participant**

- 1. Project director:**
- 2. Project Title:**
- 3. Your Name (please print):**
- 4. Date of consent:**
- 5. Description and explanation of procedures:**
- 6. Risks and/or discomforts:**
- 7. Potential benefits:**
- 8. CONSENT:**

Questions regarding your rights as a participant can be answered by calling . Questions regarding the research itself can be answered by calling .

By signing this form, you are agreeing to participate in this research project as described to you by

\_\_\_\_\_  
Name of researcher

\_\_\_\_\_  
Participant's Signature\*

\* Be certain to sign/date these spots in particular.

--STOP: IF you are not yet 18, see us or complete below--

\_\_\_\_\_  
Custodial Parent(s)/ Guardian Signature(s)

\_\_\_\_\_  
Custodial Parent(s)/ Guardian Signature(s)