**APPLICATION FOR APPROVAL FOR THE USE OF HUMAN SUBJECTS IN RESEARCH**

# Proposed Title of Study:

Please replace with the title of your project here

***RESEARCH INFORMATION***

1. **Literature Review:**

NOTE: *Use language understandable to a person unfamiliar with your area of research. Include the background information, justification, purpose, research questions/hypothesis.*

1. **Describe the research methods to be used** (*e.g., measures, instrumentation, procedures for distribution and data collection, plans for minimizing risks to subjects, data analysis procedures, if applicable, etc.*):
2. **Describe the tasks participants will be asked to complete and approximately how long the participant will be involved in the research** (e.g., number of hours, days, months, etc.).

***DESCRIPTION OF HUMAN SUBJECT AND RECRUITMENT PROCEDURES***

1. **Recruitment**: Explain how subjects will be recruited (e.g., advertisement, individual referrals, random selection, etc.).
2. **Compensation**: Will the subjects be compensated in any way (e.g., extra credit, money, coupon, gift certificate, etc.)? If YES, please explain (including any tax or other regulatory impacts).

***RISKS AND BENEFITS OF THE RESEARCH***

1. **What are the potential benefits to the subjects and/or to generalized knowledge to be gained from the study?**
2. **What are the risks to the subject(s) and what measures will be taken to minimize the risks?**

***CONFIDENTIALITY AND SECURITY OF DATA***

1. **Confidentiality**: What measures will be taken to ensure participants’ confidentiality in data collection, if applicable, and in resulting publication and/or presentation?
2. **Security of Data**: How will data/documents be secured? Who will have access to the data/documents?
3. **Retention of Personal Identity Records**: How long will personally identifying information (if any) be kept before being destroyed?

***EXISTING DATA AND INTENT TO PUBLISH OR PRESENT***

# Existing Data: If you intend to use data that has already been collected for another purpose please specify (*e.g., existing data, census data, experimental data previously collected for a different purpose*).

If “YES”, will there be any personally identifiable information attached to the data whereby the researcher may be able to identify individuals?

1. **Intent to Publish or Present:** Where will the results be published, presented, or displayed *(e.g., textbooks, training videos, theses, dissertations, journals, internet*)?