**Please complete and email to irb@utica.edu.**

Principal Investigator: [ ]  Student [ ]  Faculty [ ]  Staff

Date:

Phone Number: Email:

Research Study Title:

If this research is approved by an IRB, other than Utica University, you do not need to complete this form. Instead, please complete and submit the [Application for External Institution to Serve as IRB of Record (IRB Cede) form](https://www.utica.edu/irb/forms_guides.cfm) to irb@utica.edu.

Please provide brief answers to the questions below:

1. What is the purpose of the proposed research? What are you hoping to find out?
2. Who are your intended subjects? What criteria are you using to include or exclude subjects?
3. Are you specifically recruiting research participants who are “vulnerable to coercion or undue influence, such as children, prisoners, individuals with impaired decision making ability, economically or educationally disadvantaged persons?”

[ ] No

[ ] Yes

If yes, please describe the mechanisms you will use to protect these subjects.

1. How will the information be gathered? How will you interact with your subjects? (if using a survey or interview, please attach a copy of the questions)
2. Will subjects be individually identifiable from the data you collect, either directly or through identifiers linked to the subjects? [ ] Yes [ ]  No

If yes, please explain how the data will be de-identified and secured?

1. If you intend to publish results, will subjects be individually identifiable in the published material? [ ] Yes [ ] No