

General Study Information

Study Title

Study Duration Dates

Review Type                      Full                                      Expedited

NOTE: Expedited reviews are possible for research that involves no more than minimal risk (defined as the anticipated probability of harm being no greater than that ordinarily encountered in everyday life) to participants OR is being reviewed strictly for minor changes to previously approved proposals.

Study Location                      Ford Campus                                      Taubman                                      Other

If other, please provide the site name and address

Have the appropriate permission been requested and given? Attach all related documentation to this proposal.                                      Yes                                      No

What is the rationale for using this site?

A. Research Team

Primary Researcher (PR)  
Full Name

PR CCS ID Number                                      PR Department/Office

Status                                      Undergraduate Student                                      Faculty                                      Other

   Graduate Student                                      Staff

Faculty Advisor (FA) (students only)  
Full Name

FA CCS ID Number                                      FA Department/Office

	Full Name	CCS ID	Department/Office
CCS Research Team Members			

Will researchers from other institutions/organizations be involved in this study? If yes, complete below grid. External researchers will need to follow their organization's approval process. Yes      No

Full Name	Title	Institution/Organization	Email Address

Has another IRB or Ethics Board reviewed this study, or will they in the future? If yes, provide details of that review and attach any approval letters Yes      No

Have all named CCS researchers, research team members, or advisors disclosed their external commitments and financial interests related to this study as required by CCS policies on Confidentiality and Employee Conflict of Interest? Yes      No

Do any of the named CCS researchers, research team members, or advisors have spouses/partners or dependent children with financial interests or commitment with any entity that sponsors or supports this study? If yes, complete below grid. Yes      No

Name of spouse/partner and/or dependent child(ren)	Relationship with entity

**B. Funding**

Is this study funded by a sponsor? Funding can be from a gift or a sponsored project. If the study is funded, or has a proposal pending, complete the below grid. If so, please attach a document with details of the agreement and any guidelines provided.

Funded		Not Funded		Proposal Pending	
Funding source name	Date approval anticipated	Amount	Budget/Account code		

C. Study Proposal

Provide a detailed description of the studies' purpose, methods, and research questions. Attach additional pages as necessary.

What are you aiming to discover?

What benefit will the professional community derive from this research?

Will deception of any kind be used? If yes, describe.

Yes

No



How will the risks be kept to a minimum?

What benefit will participants derive from their involvement in this study?

How will participant privacy and personal information be protected?

Will the data/information collected be recorded by the researcher or obtained in such a manner that the identity of the subjects can be readily ascertained directly or indirectly via identifiers? If yes, explain why this method of collection/recording is necessary.	Yes	No
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<b>Will any data/information obtained be potentially damaging to a participant's financial standing, employability, or reputation? If yes, explain why it is necessary to collect this data.</b>	Yes	No
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**E. Attachments**

- Sample Informed Consent form (required)
- Evidence of required training completion (required)
- Research methods statement (research design, sampling strategy, etc.) (required)
- Questionnaires, surveys, or other data gathering forms (if applicable)
- Background checks for all involved parties (if study involves children under 18 years of age)
- Site permission requests and approvals (if applicable)
- Funding source documentation (if applicable)
- Approved thesis proposal (if applicable)
- Audio/Visual Release form sample (if applicable)

