**The Citadel Institutional Research Board (IRB)**

**New Research Submission Application Form**

Research Study Title:

Primary Investigator Name:

Citadel Status (Student, Faculty, Staff):

Citadel Department:

Additional Investigator(s) with Status(es):

Anticipated Start Date of Research:

Work to be completed as part of Funded Project or Grant:  Yes  No

Project/Grant Name, if different than above:

Agency Supporting Project/Grant:

This Project/Grant is:  Accepted/Funded  Submitted  In preparation

1. **Research Project Description**

*This section of the Application Form will introduce the IRB to your study. Please include a reasonable amount of detail. Citations to other published works are not required in Section I, however they can be included to help justify your study in the existing body of knowledge.*

* 1. **Research Introduction**
     1. Research Question(s):
     2. Objective(s):
     3. Hypotheses:
  2. **Research Methodology**
     1. Methodology Description:
     2. Subject Description:
     3. Subject sample size (n):
     4. Data Analysis:
  3. **Benefits of the Research**
     1. Scientific Benefits:
     2. Educational Benefits:
     3. Benefits to Subjects:
  4. **Potential Risks to Subjects**
     1. Physical Risks:
     2. Mental/Emotional Risks:
     3. Other Risks:
  5. **Subject Interactions:**
     1. Recruitment Procedures:
     2. Payment or Compensation:
     3. Availability of Findings to Subjects:
  6. **Deception** in any manner is present in this study:  Yes  No

*If no, may skip to Question G.*

* + 1. Description of Deception:
    2. Purpose/Necessity of Deception:
    3. Plans for Debriefing Subjects after Participation:
  1. Estimate amount of **Subject Involvement**:
     1. Estimate Duration of Time Required by Subject (indicate hours, minutes):
     2. Estimate number of total interview questions:
     3. Estimate number of items on survey, questionnaire, or test:

1. **Data Collection Information:**

*This section of the Application Form will allow the IRB to further understand how you will collect data. If using a standardized method, please provide a citation so the IRB can review the tools. Self-developed tools must be provided as an appendix for IRB review.*

* 1. Which of the following best describe your **data collection method**?(*Select all that apply.*)

Educational tests

Interview

Observation

Psychological tests

Physiological markers

Survey

Other, please list: *(Example: Self-reported screen time durations for one week)*

* 1. **Standardized Protocol(s)** will be used:  Yes  No

Protocol Name:

Protocol Citation:

* 1. **Standardized Test(s)** will be used:  Yes  No

Test Name:

Test Citation:

* 1. **Standardized Questionnaire(s)** will be used:  Yes  No

Questionnaire Name:

Questionnaire Citation:

* 1. Will **Self-Developed Measure(s)** be used:  Yes  No

This includes self-developed surveys, interview questions, observational checklist items, etc.

***Place a copy of your self-developed content at the end of this document.***

1. **Informed Consent**

*Informed consent from subjects (or legal guardians) is required in most human research settings. Use the checklist below to confirm that this content is suitably addressed in your consent forms, then provide your form as an appendix.*

* 1. Will the subjects be fully informed, partially informed, or deceived? *Select one response.*

fully informed  partially informed  deceived

* 1. Will the subjects be told that they may terminate participation at any time?

Yes  No

* 1. Will the subjects be informed that, without penalty, they may refuse to respond to particular questions?

Yes  No

* 1. Will the subjects be informed that, without penalty, they may stop participation at any time?

Yes  No

* 1. Will subjects and/or their parents or guardians be given a written informed consent to sign?

Yes  No

***Place sample(s) of informed consent forms at the end of this document.***

1. **Will the research involve any of the following?** (*Select all that apply.*)

Physical stress or tissue damage

Likelihood of psychological stress

Deception about purposes or research (but not about risks involved)

Invasion of privacy from potentially sensitive or personal questions

Biomedical procedures

Procedures designed to modify the knowledge, thinking, attitudes, feelings, or other aspects of the behavior of subjects

Giving of false or misleading information to subjects

Withholding of information such that “informed consent” is in question

Procedures will cause any degree of discomfort, harassment, invasion of privacy, or threat to the dignity of subjects.

1. **Subjects of the Research Study** (*Select all that apply.*)

Minors (less than 18 years of age) in non-education settings

*Will consent of parents/guardian be obtained?*  Yes  No

P-12 Students (i.e. Minors in educational settings)

*Will permission of the school be obtained?*   Yes  No

*Will consent of parent/guardian be obtained?*  Yes  No

College Students

Members of Armed Forces (Active Duty or Veteran)

Individuals with Disabilities

Prisoners

Institutionalized

Pregnant Individuals and/or Fetuses and/or Infants

Other, please list:

1. **Which of the following best describes your research project?** *Select all that apply.*

Descriptive: Collect data to portray characteristics of individuals, situation, or group

Correlational: Determine relationship among 2+ variables without establishing cause-effect

Causal-comparative: Draw cause-effect conclusions based on outcomes of prior action/condition

Experimental: Investigator controlled variables used to establish cause-effect relationship

Historical: Involve analysis of events in the past

Archival: Involve use of archival documents/evidence generated in the past

Other, please list:

1. **Investigator Assurances**

By providing typing your name below, the Principal Investigator (PI) is certifying:

1. The information provided in this application and any attachments are complete and correct.
2. All PIs have current Human Protection training certifications on record with Citadel IRB. (As of 2023, Citadel subscribes to CITI Training. Certification from which is valid for 3 years.)
3. The PI understands that he/she has the ultimate responsibility for the protection of the rights and welfare of human research subjects during this research protocol.
4. The PI(s) agree to comply with all Citadel policies and procedures, the terms of the Citadel Federalwide Assurance, and all applicable federal, state, and local laws regarding the protection of human subjects in research.

**Principle Investigator:**

**Date:**

***-- End of Standardized Form –***

**Use the following pages to provide additional context for your proposed work. This may include samples of surveys, consent forms, etc. Please label each clearly via an appropriate heading or appendix number.**