**IRB Application for Research with Human Subjects
Colby College, Faculty Version**

Please insert the information requested below. Supplementary information (e.g., consent form, debriefing script, measures) should be inserted at the end of this document. Submit your completed application as a single document to the Chair of the Colby Institutional Review Board, Tarja Raag (tarja.raag@colby.edu).

**Part 1: Overview to determine exempt from full review status**

Is your data collection procedure fully anonymous? (Data are not anonymous in any case where participants Colby ID, name, email address or similar information is included.)

YES NO

Are you working with special populations? (Special populations include children, prisoners, or anyone who is not be able to give consent.)

YES NO

Will participants perform tasks that are not normally encountered in their daily life in school or work?

YES NO

Is there any potential that your participants will be injured or upset as a result of participating in your study?

YES NO

**Part 2: Filing Information**

A. *Researcher name(s)*:

B. *Primary researcher’s email address*:

C. *Primary researcher’s phone number*:

D. *Project title*:

E. *Describe the purpose of this research, in approximately one page.*

F. *List the sources of funding for this research, if any (e.g., Colby grant, NIMH grant)*.

**Part 3: Procedures**

A. *Describe the method that you will use to obtain participants’ informed consent. Attach a copy of the consent form (and any release forms, if applicable) at the end of this application. If you are requesting a waiver of the requirement to obtain and document informed consent, explain the rationale for this request (see* [*http://answers.hhs.gov/ohrp/categories/1566*](http://answers.hhs.gov/ohrp/categories/1566)*).*

B. *Describe the research procedure in detail, including any experimental manipulations and questionnaire/interview/observational measures. Attach a copy of all measures at the end of this application.*

C. *Will the research involve deceiving participants in any way? If so, describe the nature and purpose of the deception.*

D. *Describe the method that you will use to debrief participants. Attach a copy of the debriefing script at the end of this application.*

**Part 4: Risks and Benefits**

A. *Describe any foreseeable risks to participants (e.g., physical, psychological, social, privacy, legal).*

B. *Describe any foreseeable benefits of the research (to participants, to scientific knowledge, and to the general population).*

**Part 5: Participant Information**

A. *List the intended number and source of participants (e.g., Colby students, local adults, respondents to an online survey).*

B. *List the intended age and gender of participants.*

C. *Will you specifically select or exclude participants on the basis of any special physical or psychological conditions? If so, describe the nature and purpose of the selection criteria.*

D. *Describe the method that you will use to recruit participants.*

E. *Will participants be compensated? If so, describe the form and amount of compensation (e.g., cash, gift card, Sona credit).*

F. *Describe the location, duration, and scheduling of research participation.*

G. *Describe the method that you will use to ensure the anonymity or confidentiality of participant responses. Include a description of how you will securely store the data.*

H. *Specify the location where participants’ signed consent forms will be stored.*

**Part 6: Statement of Compliance and Signatures**

I have read the ethical principles of the IRB and of my discipline, and I unreservedly subscribe to the principles they contain.

A. *Primary researcher’s (electronic) signature*:

B. *Date*:

**Part 7: Supplementary Materials**

Please paste below all relevant (a) consent forms or scripts, (b) debriefing forms or scripts, (c) survey or interview questions, and (d) additional measures or materials.