**APPLICATION FOR EXEMPTION**

**\*\*\*\* Please be sure your project is eligible for Exemption before using this form \*\*\*\***

Visit <http://www.udayton.edu/research/compliance/irb/apply/index.php>

**Please read the instructions carefully, answer the questions completely, and direct all QUESTIONS** [**IRB@UDayton.edu**](mailto:IRB@UDayton.edu)**.**

**This form and all other relevant documents (informed consent, permissions, data forms, surveys, CITI training certificates) must be submitted as a “Zipped” File via the University Research/IRB** [**Team Dynamix Portal.**](https://udayton.teamdynamix.com/TDClient/1868/Portal/Requests/ServiceCatalog?CategoryID=16972)

**1. PRIMARY INVESTIGATOR INFORMATION**

Name:

Department:

Email (please use udayton.edu address):

Position in University (if student, must indicate faculty sponsor):

Faculty Sponsor Name:

Faculty Sponsor Department:

Faculty Sponsor Email:

**2. PROJECT TITLE:**

**3. RESEARCH ABSTRACT** - In 2 to 3 sentences using **LAY language**, describe the aims of this project. Response:

**4. RESEARCH QUESTION** – In 1 to 2 sentences, describe the question you hope to answer. Response:

**5. STUDY POPULATION AND RECRUITMENT** - Describe the following: inclusion and/or exclusion criteria to be used, how many participants, how will you recruit participants, attach electronic copies of advertisements/brochures/scripts you will use for recruitment. Response:

**6. PROCEDURES/METHODS** - Describe procedures involving human participants for this protocol. Include electronic copies (if possible) of all surveys and outcome measures used. Response:

**7. RISKS** - Describe the risks to participants. Risks listed here should be included in the consent document. What steps will be taken to minimize risks? Response:

**8. CONFIDENTIALITY/DATA MANAGEMENT** - How will data and responses be managed, stored, protected, and reported? Will participant confidentiality be protected? Will participants be audio-recorded, photographed, video-recorded during this study? (Please note this in the consent doucment.) Response:

**9. COMPENSATION -** Will participants be compensated for participation? If so, please include details. \*\*Please review the IRB Guidance on Human Research Incentives.\*\*Describe how compensation will be administered and amounts to be given. Describe how recordkeeping will be handled and identify the source of funds. Response: