

BRANDMAN UNIVERSITY INSTITUTIONAL REVIEW BOARD
Instructor's Application for
Course Assignments Involving Human Research Subjects

The following information must be submitted in electronic typed word processed format. All documents may be combined in a Zipped folder. Hard copy document should be scanned to a PDF. Fill in all information lines. If information is not applicable, indicate by entering "NA". The researcher may then email the application and all attachments to the IRB Chair. Each attachment should be labeled BUIRB.Surname.name of attachment. An example would be BUIRB.Smith.Project Description.

INSTRUCTOR(S): _____

TELEPHONE(S): _____

EMAIL: _____

ACADEMIC UNIT:

COURSE NUMBER: _____ **TITLE:** _____

TERM OFFERED: Fall Interterm Spring Summer

COURSE START DATE: ____/____/____ **COURSE END DATE:** ____/____/____
month day year month day year

ANTICIPATED ENROLLMENT: _____

PROJECTS ANTICIPATED: (Brief description of project types. Attach separate sheet(s) if necessary)

SOURCE OF SUBJECTS: (Attach separate sheet(s) if necessary)

PLEASE NOTE:

1. To allow sufficient time for the BUIRB processing, this form should be submitted four (4) weeks prior to the start of the course.
2. Submit this application electronically to BUIRB@brandman.edu
3. If applicable, a copy of the informed consent(s) must be submitted with this application.
4. For courses in which students are completing projects individually or in smaller groups, a complete list of the projects should be submitted to BUIRB for filing as soon as possible.

I have completed the NIH Certification and included a copy with this proposal

NIH Certificate currently on file in the office of the IRB Chair

I acknowledge that all procedures will meet relevant local, state, and federal regulations regarding the use of human subjects in research (BUIRB *Institutional Assurance Concerning Human Research*). (Electronic Signatures)

Instructor's Signature

Date

Department or Division Chair's Signature

Date