**Application for**

**Human Subject Research Determination**

***MECC Institutional Review Board***

**Date**       **IRB Review** **#** *(Completed by IRB Manager)*

**Responsible Principal Investigator**

**Project Title**

**Project Start Date**       **Project End Date**

**PI E-mail Address**       **Phone**        **Fax**

**Project Funding Source** (awarded or anticipated)

**Type of Funding**

**Co-Investigator(s)** (*List name(s), contact information, and role(s) of others working on this project.*)

**Purpose** (*Describe the reason for the project, not the expectations of the project.)*

**Brief Project Description** *(Briefly describe the research design.)*

1. **Does the project involve obtaining information about living humans?**  **Yes**  **No**
2. **Does the project involve intervention or interactions with humans?**  **Yes**  **No**
3. **Is the information individually identifiable?**   **Yes**  **No** (i.e., the identity of the subject is or may readily be ascertained by the investigator or readily associated with the information?)

**For this application, *private information* is information about behavior that occurs in a context in which an individual can reasonably expect that no observation or recording is taking place or information for specific purposes which the individual can reasonably expect will not be made public.**

1. **Is the information to be gathered private?**  **Yes**  **No**
2. **Will data be systematically gathered, analyzed, and disseminated?**  **Yes**  **No**
3. **Will the data be used outside of the setting or population from which**  **Yes**  **No they were collected?**
4. **Will the findings lead to new procedures or processes or be usable in**  **Yes**  **No outside applications?**

**I,** **, the responsible principal investigator, verify the above to be current and accurate.**

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**investigator’s Signature Date**

If your project is determined to involve human subject research, you will be requested to apply for review by the MECC Institutional Review Board.

**DO NOT BEGIN your project until the MECC IRB gives written notice of approval.**

*This form and all other project documentation presented for IRB review must be kept confidential and is for the strict use of the Mountain Empire Community College Institutional Review Board only.*

**Checklist of Required Attachments**

**The following documents must be submitted with this completed form:**

1. **Copy of complete research proposal/project description**

Submit all documents to the MECC IRB Administrator: Nikki Morrison

MECC Foundation

Dalton Cantrell Hall, Room 234

276-523-2400, ext. 416

Fax: 276-523-7485

nmorrison@mecc.edu

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| --- | --- | --- | --- |
| **Signature of IRB Chair:** | | | **Date** |
| **Determination:** | Human Subject Research (Requires IRB Review) | Not Human Subject Research  (Does Not Require IRB Review) | |