|  |
| --- |
| **Exempt IRB Application Form** |

|  |
| --- |
| Submit this form in IRBAccess when seeking an exempt determination for human subject research. If research only involves the secondary use of information or biospecimens, submit an [IRB Application – Secondary Use](https://research.utexas.edu/wp-content/uploads/sites/3/2018/10/IRB-Proposal-Secondary-Use-Submission-Form.docx) form instead. |

|  |
| --- |
| Principal Investigator  |
| Name | Position | UT EID | E-mail Address |
| First Last | Title | XXX## | j.doe@utexas.edu |

|  |
| --- |
| Primary Point of Contact (if different from PI) |
| Name  | Position  | UT EID | E-mail Address |
| First Last | Title | XXX## | jdoe@utexas.edu |

|  |
| --- |
| Additional Research Staff |
|[ ]  Research staff other than the principal investigator will conduct human subject research. |
| *If additional personnel will be engaged in conducting research* *human subject research, complete and upload the* [*Research Personnel Form*](https://research.utexas.edu/wp-content/uploads/sites/3/2018/10/Supplemental-IRB-Application-Personnel-Form.docx)*Engaged in human subject research is defined as contact or interaction with research participants through recruitment, informed consent process, data collection, analysis of or access to identifiable research data.* |

|  |
| --- |
| Funding and Regulatory Oversight |
|[ ]  NIH |[ ]  Dept. of Defense |[ ]  Dept. of Education |
|  |  |  | *Complete* [*Supplemental IRB Application - DoD*](https://research.utexas.edu/wp-content/uploads/sites/3/2018/10/Supplemental-IRB-Application-DoD-1.docx) |  |  |
|[ ]  Dept. of Energy |[ ]  Dept. of Justice |[ ]  Bureau of Prisons |
|[ ]  Other Federal Agencies: Click here to enter text. |
|[ ]  Industry/Private Sponsor: Click or tap here to enter text. |
|[ ]  Other External Funding: Click or tap here to enter text. |
| OSP: ### |

|  |
| --- |
| Verifications |
| *If either box below is checked, the study does not qualify for an exempt determination.* |
| [ ]   | The study is FDA regulated. |
| [ ]  | The study involves prisoners. |

|  |
| --- |
| Study Information |
| State the study purpose or hypothesis. |
| Click or tap here to enter text. |
| Briefly describe the study procedures. |
| Click or tap here to enter text. |
| Describe the study population(s) that will be targeted for enrollment in this study.  |
| Click or tap here to enter text. |
| Describe how participants will be informed about the research and provided an opportunity to decline to participate.  |
| Click or tap here to enter text. |
| Describe processes for protecting the privacy of participants and confidentiality of participant data. |
| Click or tap here to enter text. |

|  |
| --- |
| Optional Elements |
| *Check any and all elements that describe your research.*  |
|[ ]  Research on normal educational practices in commonly accepted education settings. |
|  |[ ]  Confirm that activities are not likely to adversely impact students' opportunity to learn or educators’ professional assessment. |
|[ ]  Research only includes interactions involving educational tests (cognitive, diagnostic, aptitude, achievement), survey procedures, interview procedures, or observation of public behavior. |
|  |[ ]  Confirm that researchers will not interact with children as part of this research. |
|[ ]  Benign behavioral intervention(s) |
|[ ]  Deception |
|[ ]  Taste and food quality evaluation |

|  |
| --- |
| Supporting Documents |
| *All of the following documents should be uploaded to IRBaccess, as applicable. Check uploaded documents.* |
| [ ]  Surveys[ ]  Interview or focus group questions [ ]  Other study documents [ ]  UT IRB Personnel Form[ ]  Research information sheet (if appropriate) |