



## HSRB, Application for Exemption from Review

### Project Information

Title of Project: \_\_\_\_\_

Principal Investigator(s) Names: \_\_\_\_\_

Date of Submission: \_\_\_\_\_

Brief Description of Project:

\_\_\_\_\_

1. Using categories described in the Exemption Guidelines, please describe the nature of the research activity, the nature of the involvement of the human subjects (e.g., personal interview, survey, existing data, observation, etc.), and identify which category of exempt research that you believe applies to your research.

\_\_\_\_\_

2. Identify whether the following special groups will include the following potential research subjects with one of three responses: Included, May be Included, or Not Included

Minors (under age 18): \_\_\_\_\_

Institutionalized Persons: \_\_\_\_\_

Note: Research focusing on prisoners is not eligible for exemption. Instead, you must submit either an application for expedited or full review. However, prisoners may be included in research if their inclusion is incidental. In addition, some research involving children may not be approved for exemption.

3. Are the data or information recorded in such a manner that subjects can be identified, directly or through identifiers linked to the subjects? Please respond yes or no. \_\_\_\_\_



- 4. If you responded “yes” in question 3, will all personally identifiable information be removed/destroyed at the end of this project? Please respond yes or no. \_\_\_\_\_
  
- 5. If you responded “no” in question 4 please explain why personally identifiable information is being stored.  
  
\_\_\_\_\_
  
- 6. Could the identification of subjects put them at risk of criminal or civil liability, or be damaging to the subject’s financial standing, employability or reputation? Please respond yes or no. \_\_\_\_\_
  
- 7. What is the timeframe for this research project? Please include an estimated completion date.  
  
\_\_\_\_\_

Principle Investigator Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

### Application Attachments Required

The following documents must be completed and submitted with this application:

- 1. Investigator Information Sheet
- 2. Research Sponsor Form