



Coastal Bend College Institutional Review Board (IRB) Research Application Form

Instructions:

Complete all sections of this application and submit it along with the required attachments to the CBC IRB Chair. Incomplete applications will not be reviewed.

SECTION 1: Researcher Information

- Primary Researcher Name:
- Institution/Organization:
- Email Address:
- Phone Number:
- Affiliation to CBC (Employee / Student / External Researcher):
- If student, faculty supervisor name & contact:

SECTION 2: Study Information

- Title of Study:
- Purpose of Study (brief summary):
- Research Questions/Goals:
- Study Timeline (start & end dates):
- Location(s) within CBC where research will occur:

SECTION 3: Participant Information

- Participant Population (CBC Students / CBC Employees / Both / Other):
- Estimated Number of Participants:
- Recruitment Method(s):
- Inclusion/Exclusion Criteria:

SECTION 4: Data Collection

- Data Collection Method(s):
- Duration of Participation:
- Sensitive topics involved? (Yes / No) If yes, describe:
- Description of all instruments to be used (attach copies):



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SECTION 5: Human Subjects Protections

- Risks to participants and mitigation strategies:
- Privacy and confidentiality protections:
- Informed consent process (attach consent form):
- Data storage, security, and destruction plan:

SECTION 6: Institutional Approvals (Please attach the following documents)

- Consent Forms
- CITIprogram.org researcher certification
- Full Research Proposal
- Recruitment Materials
- Letters of Support

SECTION 7: Certification

I certify that all information provided is accurate and complete, that the study will be conducted as described, and that I will comply with all CBC IRB expectations.

Researcher Signature: _____ Date: _____