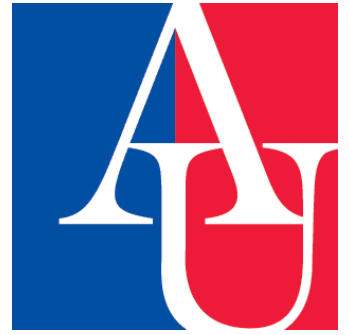


American University IRB Application Checklist



Primary Application (select and submit only one):

- IRB Request for Exemption
- IRB Application for Approval to use Human Participants in Research

Additional Materials (submit all*):

- Recruitment Information: Include all email/phone scripts, fliers, ads, etc. used for the research
- Consent Documents: a template for written consent is available on the American University IRB website and can be modified as needed for verbal consent
- Measures: Include all surveys, paradigms, images, interview questions, etc. that participants will be exposed to during the research
- Ethics Training Certificates: these must be from either CITI or NIH and one copy must be submitted for every member of the research team
- Faculty Advisor Endorsement: Advisor's should submit an emailed endorsement of the study. This should be sent directly to researchcompliance@american.edu (other methods of submission will not be accepted)

IRB Supplements (submit as needed based on study details):

- Supplement A: Request for Waiver of Written Documentation of Consent
- Supplement B: Request for Waiver of Consent
- Supplement C: Request for Approval of Deception in Research
- Supplement D: Use of Internet in Human Subjects Research (submit only if internet use extends beyond recruitment)
- Supplement E: International Research
- Supplement F: Research Involving Children as Research Participants
- Supplement G: Research Involving Prisoners as Subjects
- Supplement H: Research Involving Store Data for Future Use
- Supplement I: Research Involving Conflicts of Interest
- Supplement: L: Research Involving Physiological Processes

*Unless adequate support is provided in the application to warrant their exclusion (i.e. conducting analysis on a pre-existing data set)

Note: This form is for applicant purposes only, it *should not* be submitted as a part of the IRB application