

## Institutional Review Board for Human Subjects Survey Approval Form

This form should be used to obtain approval from the Washington & Jefferson College Institutional Review Board for a survey or questionnaire intended to be administered to members of the college community; experiments or methodologies involving more than a simple survey must provide more detailed information than described here. In addition, note that this form is *not* appropriate to use if subject deception will be employed in your survey.

In addition to this completed and signed form, you should attach a copy of your survey along with any additional documents that you plan provide to the subjects.

Principle Investigator Name:

Faculty Advisor Name (if applicable):

Title of Attached Survey:

Approximate Starting and Ending Dates (pending approval):

1. What, in non-technical terms, is the objective in distributing this survey?
2. How will this survey be distributed and collected? How will subjects be selected? To how many subjects do you intend to distribute the survey?
3. How will the subjects be informed that they may, without penalty, choose not to complete particular components of the survey or the survey as a whole?
4. Will any personally identifying information be collected? If so, justify the collection of such information and explain how subject privacy will be maintained.
5. Will any personally or psychologically sensitive information be collected? If so, justify the collection of such information and explain how subject privacy will be maintained.
6. How will the overall confidentiality and privacy of the subject's responses be ensured? How will survey responses be handled and stored?
7. Will there be a debriefing procedure or follow-up contact with the subject? If so, describe.

Signature of Principle Investigator: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Faculty Advisor: \_\_\_\_\_ Date: \_\_\_\_\_