

INSTITUTIONAL REVIEW BOARD
CALIFORNIA STATE UNIVERSITY, LOS ANGELES

WAIVER OF REVIEW OF A PROJECT INVOLVING NO HUMAN SUBJECTS
(Please type)

This document is to be completed by the person with the primary responsibility for conducting the research: generally, the Principal Investigator (PI). If the PI is not a full-time staff or faculty member of CSULA, a full-time faculty or staff member must take responsibility for the use of human subjects. A copy of this document should be submitted prior to the analysis of data. For requests involving funding from outside agencies, or any questions regarding this document, please contact the Office of Research and Development, ext. 3-3798.

1. Name of principal investigator: _____
2. Phone: _____ Email: _____
3. Name of faculty/staff advisor for student or non-CSLA PIs: _____
4. Phone: _____ Email: _____
5. Department/Division: _____
6. Phone _____ Email _____
7. Title of project: _____
8. External funding source (if any): _____
New _____ Continuation _____ Renewal _____ Modification _____ Denied _____

7. Project period: ____ - ____ - ____ to ____ - ____ - ____
(One year maximum)

Complete 9 or 10:

9. If data are publicly available:

Source of the data: _____

Name of the data set: _____

10. If data are obtained from another researcher:

Name of the researcher: _____

Permission obtained Yes: _____ No: _____

Data originally collected under relevant IRB approval Yes _____ No _____

Institution: _____ Date: _____ Approval # _____

FOR OFFICE USE ONLY

Application No.: _____ Approved _____ Denied _____

Chair of IRB: _____
(Type name) (Signature)

Minutes of Meeting # _____ Date: _____

PLEASE ATTACH THE FOLLOWING TO THIS APPLICATION:

- A. Project Abstract: In a brief abstract, cover each of the following topics. In topics 1-5 include an explanation of any procedures marked in the corresponding sections of Question 12. If F Preliminary review) was marked in Question 12, please include an explanation here.
1. **Introduction:** Introduction to the area and issues of the field, leading to the statement of the problem, justification of the study, purpose of the study, and hypothesis (1 -2 pages).
 2. **Analysis of Data:** Briefly describe the different types of statistical treatment or methods to be used to analyze the data and how the results will be reported (e.g., thesis, journal article).
 3. **Risks:** Describe any potential risks. Does the data contain information that can identify subjects directly or through identifiers linked to subjects? Does the data contain information that may have implications for the privacy, reputation, employability or insurability of classes of individuals?
 4. **Risk Reduction:** Describe the procedure for protecting against or minimizing any potential risks, including risks to confidentiality, and assess their likely effectiveness. Indicate where data will be stored, who will have access to the data, and the length of time data will be kept.
 5. **Risk/Benefit Ratio:** Discuss why there is the risk to human subjects in this project does not require review by the Institutional Review Board.

The Principal Investigator and/or Faculty Advisor must assure the Institutional Review Board that the information in this waiver is accurate. The Principal Investigator and/or Faculty Advisor must assure the Institutional Review Board that all procedures performed under the protocol will be conducted by individuals legally and responsibly entitled to do so, and that any deviation from the protocol will be submitted, in writing, to the Institutional Review Board for its approval prior to implementation.

Signature of Principal Investigator

Date

Signature of Faculty/Staff advisor (If PI is student or non-CSLA PI)

Date

Signature of Department Chair/Dean

Date