**INSTITUTIONAL REVIEW BOARD (IRB): Course Umbrella Protocol Form**

Please refer to IRB **SOP #7: Student Class Assignments** to determine if your class project requires IRB review. This form may be used for human subjects research projects conducted by students as part of course requirements in which the individual projects involve varying research questions and methods. If students within a course are all following the same research protocol, then a single standard IRB Application Form for new projects found on the IRB website may be submitted by the instructor instead of this form. Please submit to [irb@uwosh.edu](mailto:irb@uwosh.edu) upon completion.

**Title of Course:**

**Principal Investigator/Instructor Name:**

**College/Department**:

**Email:**

**Phone:**

**Principal Investigator (PI)/Instructor Status:** Select one of the following eligible categories below for PI status:

(\*For further details, please contact the IRB or see IRB SOP #6 for Principal Investigator Status Requirements.)

Faculty or Instructional Academic Staff

Professional Academic Staff

Visiting Faculty/Scientist

**Project Type:**   **Class Project**\*

**Instructions:** Instructors submit **(1) IRB Course Protocol Checklist for each Individual Student Project** along with this form to [irb@uwosh.edu](mailto:irb@uwosh.edu).

The IRB Course Protocol Checklist is located under IRB Forms: <https://uwosh.edu/sponsoredprograms/irb/forms/>

**PI/ Instructor Certification:**

By typing or signing your name below (must submit from your UWO email account), the **Principal Investigator** certifies that:

1. the information provided in this application is correct
2. s/he has read and understands UW Oshkosh policies regarding the protection of human participants in research;
3. s/he will not begin research (including recruitment of research participants) until formal notification of IRB approval is received
4. s/he takes responsibility for the research design, and will make best efforts to ensure all personnel engaged in the research are in compliance with the requirements of the UW Oshkosh IRB;
5. for student projects, s/he has thoroughly reviewed the project design and has provided training. Adequate supervision will be provided to students conducting research
6. s/he agrees to be available to answer questions from the IRB regarding the application
7. permission will be obtained to conduct class assignments at off-site locations
8. s/he will report in writing any significant new findings which develop during the course of the study which may affect the risks and benefits to participation
9. s/he will seek approval from the IRB in advance of implementation of any changes ([*Modification Request Form*](http://www.uwosh.edu/grants/forms));
10. s/he will immediately inform the IRB of any adverse events, unanticipated problems or other negative consequences incurred by participants in this research ([*Adverse Event Form or Unanticipated Problem Form*](http://www.uwosh.edu/grants/forms));
11. s/he agrees to update the IRB on the status of the research at least annually for non-exempt projects as required by federal regulations ([*IRB Continuing Review Form*](http://www.uwosh.edu/grants/forms))

**PI/Instructor Signature:** ­­­­­­­­­­­­­      \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date:**      \_\_\_\_\_\_\_\_\_\_