

FACULTY SPONSOR ASSURANCE For Human Subjects Research

The Birmingham-Southern College IRB requires that all student research projects have a faculty sponsor.

SECTION A: Protocol Information (To be completed by student investigator BEFORE sending to faculty sponsor.)	
Protocol Title:	
Principle Investigator (Student)	
Name:	
<input type="checkbox"/> Class Project** ** If class project, please provide course # and course name:	<input type="checkbox"/> Independent Student research
Faculty Sponsor	
Name:	Department:
Telephone:	E-mail:

SECTION B: Faculty Sponsor Assurance Statement (To be completed by faculty sponsor.)	
I am the faculty sponsor for the student submitting this protocol. By my signature:	
<input type="checkbox"/> I confirm that I have reviewed the protocol, and any attachments, and I approve them.	
<input type="checkbox"/> I confirm that all items required by the IRB checklist (below) are submitted with this protocol.	
<input type="checkbox"/> (If applicable) I further confirm that the proposed consent form is, in my judgment, appropriate for this research.	
Faculty Sponsor Signature:	Date:

NOTE: If this form is e-mailed from the Faculty Sponsor's BSC e-mail account, a handwritten signature is not needed. Please type in name and date, and then e-mail the form to irb_administrator@bsc.edu as an attachment.

SUBMISSION CHECKLIST – A complete protocol submission contains the following (if applicable):

- Application form, fully completed and signed by researcher.
- Research project description (if not typed on application form).
- Tests, questionnaires, interview questions, surveys, scripts, etc.
- Recruiting materials, text of e-mail or web-based solicitation.
- Consent and/or assent form(s).
- If using oral consent, researcher must provide a copy of the consent document that will be read to research participants and, if required, the name and address of the individual who will witness the oral consent. The oral consent document should include a statement indicating that completion of the research exercise will confirm the participants' consent to participate.
- IRB approval documentation from another institution.
- Documentation of permission to conduct research in a location other than Birmingham-Southern College.