



Institutional Review Board
Division of Research
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Charles Dukes, Ed.D., Chair

DATE: March 15, 2017
TO: Jane Smith, Ph.D.
FROM: Florida Atlantic University Social, Behavioral and Educational Research IRB
IRBNET ID #: 123456-1
PROTOCOL TITLE: [123456-1] Online Student Support Scorecard Evaluation
PROJECT TYPE: *New Project*
ACTION: APPROVED
APPROVAL DATE: March 15, 2017
EXPIRATION DATE: March 15, 2018
REVIEW TYPE: Expedited Review
REVIEW CATEGORY: Expedited review category # B7

Thank you for your submission of New Project materials for this research study. The Florida Atlantic University Social, Behavioral and Educational Research IRB has APPROVED your *New Project*. This approval is based on an appropriate risk/benefit ratio and a study design wherein the risks have been minimized. All research must be conducted in accordance with this approved submission.

- This study is approved for a maximum of 300 participants.
- It is important that you use the approved, stamped consent documents or procedures included with this letter.
- ****Please note that any revision to previously approved materials or procedures, including modifications to numbers of subjects, must be approved by the IRB before it is initiated. Please use the amendment form to request IRB approval of a proposed revision.**
- All SERIOUS and UNEXPECTED adverse events must be reported to this office. Please use the appropriate adverse event forms for this procedure. All regulatory and sponsor reporting requirements should also be followed, if applicable.
- Please report all NON-COMPLIANCE issues or COMPLAINTS regarding this study to this office.
- Please note that all research records must be retained for a minimum of three years.
- **This approval is valid for one year.** A Continuing Review form will be required prior to the expiration date if this project will continue beyond one year.

If you have any questions or comments about this correspondence, please contact Mary Martin at:

Institutional Review Board
Research Integrity/Division of Research
Florida Atlantic University

Commented [JM1]: Note the project is approved for one year, for an additional year you will need to submit a Continuing Review prior to this expiration date.

Commented [JM2]: This is the number of participants you have determined necessary for the purposes of your research. You may not exceed this number.

Commented [JM3]: If you need to alter your study in some way, submit a Protocol Amendment form describing the changes

Commented [JM4]: The IRB staff person who worked on your project is listed here, you may contact her directly for questions regarding your approved documents.