All investigators must file Form A.

File Form B **only if** you are requesting the special designation of *Course-based Research* (as defined on the IRB website) or *Center-based research.*

Primary investigators requesting the designation of *Course-based Research* must be the instructor of the course or the chair of the academic department. Complete boxes 1 and 2.

Primary investigators requesting the designation of *Center-based research* must be the director or assistant director of a Calvin Center or Calvin administrative office. Complete boxes 1 and 3.

If Form B is filed, please include it in the same scan as Form A.

Order the components of the scan like this: Form A, Form B, CITI or NIH certificates.

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| **1. Project information**  **Name of primary investigator listed on Form A** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **Project title:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

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| **2. Guarantee of Supervision for Course-based Research**  Guarantee must be signed by all instructors of all sections of the course.  *I have read the document posted on the Calvin IRB website titled "Guidelines on Class Assignments and Course-based Research" and determined that the research I will be supervising meets the definition of Course-based research. As an instructor for this course, I will abide by the stipulations listed in that document. I will require and collect CITI human subjects training certificates from all students in the course. I will store these certificates for the greater of: three years following the end of the course OR three years following the close of this project. In the event of an IRB review, I will be able to produce the certificates from all students enrolled in the course. If I also employ the services of support staff (e.g., my departmental administrative assistant or teaching assistants), and these staff have access to human subjects or data based on human subjects that have not been deidentified, I will list these support staff as co-investigators and submit their CITI or NIH certificates to the IRB.*  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_  **Instructor Date Instructor Date**  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_  **Instructor Date Instructor Date**  **Estimated number of students in all sections combined? \_\_\_\_\_\_\_** |

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| **3. Guarantee of Supervision for Institutional or Center-based Research**  Guarantee must be signed by the director or assistant director of a Calvin center or administrative office  *As senior staff, I will assume responsibility for making sure that this research is conducted in accordance with CITI and Calvin University guidelines governing human subjects research. I will require and collect human subjects training certificates from all junior staff, students, and interns who have contact with human subjects or data on human subjects that have not been deidentified. I will store these certificates for the greater of: three years following the termination of association with staff, students, and interns OR three years following the close of this project. In the event of an IRB review, I will be able to produce the certificates from all associated staff, students, and interns. I will send a list of all staff, students, and interns under my supervision to the IRB on an annual basis.*  **Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |