

LOURDES UNIVERSITY AMENDMENT REQUEST FORM

Any proposed changes to research previously approved by the IRB (revisions, additions, amendments etc.) must be reviewed and approved by the IRB before they are implemented.

Submit the completed *Amendment Request Form* and a revised version of the approved protocol. Proposed changes must be edited in to the previously approved protocol using the **Track Changes** function in the editing tool for PDF files. Submit the *Amendment Request Form* and revised protocol in both electronic and hard copy formats. Please see **#8, SUBMISSION INFORMATION**.

1. PROJECT INFORMATION

a. Title of Project: _____

b. IRB Number (assigned to project): _____ c. Expiration Date of Current Approval: _____

2. CONTACT INFORMATION

Principal Investigator:			
Lourdes Email			
Other Email (non-Lourdes researchers only)		Phone:	
Faculty Advisor/ Chair (If applicable)		Dept:	

3. CHANGES REQUESTED (please select all that apply and describe under #4)

- Change in study design or methods Change in subject (participant) population
 Change in research site
 Change in process or documents related to permission, assent or consent
 Other (describe) _____

4. REASON FOR REQUESTED CHANGES

Please provide the reason(s) for all changes requested

5. CHANGES IN SUBJECT RISKS (please check all applicable boxes)

- This revision does not affect subject risks This revision decreases risks to participants
 This revision increases risks to participants. **(Explain)** _____

6. CHANGES IN SUBJECT BENEFITS

Does this revision change the benefits previously described to participants?

- Yes No Not applicable

(Please explain) _____

7. SIGNATURES

Principal Investigator _____ **Date** _____

Faculty Advisor _____ **Date** _____

(If applicable)

8. SUBMISSION INFORMATION Submit the completed *Amendment Request Form* and the approved protocol with changes tracked in both electronic and hard copy forms:

Hard Copy:

Lourdes University
Institutional Review Board Mailbox
c/o Welcome Center
McAlear Hall
6832 Convent Blvd.
Sylvania, OH 43560

Electronic Copy

IRB Coordinator
irb@lourdes.edu