Cecil College: IRB Project Closure Form

A final report summarizing the research findings will need to be submitted along with this form. The report should include final subject enrollment and withdrawal numbers, changes to the research proposal, and adverse events that occurred over the course of the study.

Submit one electronic copy to irb@cecil.edu (PDF or .doc file) of your complete, typed closure form, along with a project summary when an approved human subjects research project has concluded or been cancelled.

Part I: Contact Information

Cecil IRB Project #: Click or tap here to enter text.	
Principal Investigator: Click or tap here to enter text.	
Project Title: Click or tap here to enter text.	
Email: Click or tap here to enter text.	Phone: Click or tap here to enter text.
Co-I Name: Click or tap here to enter text. Co-I Email: Click or tap here to enter text. Co-I Phone: Click or tap here to enter text. Co-I Affiliation (Cecil College, Other Institution, Outside Entity): Click or tap here to enter text.	
Original IRB Approval Date: Click or tap here to enter	

Part II: Research Summary

Reasons for project closure:

☐ No further contact with human subjects or records is required. No follow-up planned with subjects and data no longer contain subject identifiers.

☐ Project is no longer funded.

☐ Principal investigator is no longer at Cecil College.

☐ Original data and/or research materials have been destroyed.

☐ Other. Please explain: Click or tap here to enter text.

Before submitting, please consult the checklist below to make sure your completed application contains:

☐ a complete closure form, and

☐ a copy of the research summary.

The closure form should be submitted to IRB committee by sending all materials to irb@cecil.edu in PDF format.

Assurance by Principal Investigator:
I certify that the information provided is complete and accurate to the best of my knowledge. Signatures below are originals.

PI Signature:
_____
Date_____

Co-I Signature:
_____
Date_____

Co-I Signature:
_____
Date_____