

Eastern University Institutional Review Board
Request for Extension

(To be completed by the Principal Investigator)

Instructions: Inform the IRB via e-mail (irb@eastern.edu) of your intent to submit a Request for Extension before completing this form. Once it is completed, submit it to “Request for Research Project Extension” folder in the Assignments area on the IRB Brightspace site.

Type or print (answer all questions):

Extension Request date:

Principal Investigator:

Contact Person:

Phone:

Fax:

E-mail:

Sponsor:

Sponsor email address:

Title of Protocol:

Please answer the following questions:

1. Has this project been completed; i.e., have you finished gathering data and have all individual identifiers been removed from the data? Or, have you archived individually identifiable data that you plan to use for future studies?

Yes No

If **yes**, please sign below and return this form to the Institutional Review Board (IRB).

If **no**, you may request an extension by completing this form and submitting any required materials to the IRB **prior to the expiration date**.

ATTENTION: If you continue your research without an approved extension, you are in non-compliance of federal regulations. You risk having your research halted and the loss of any data collected while IRB approval has lapsed.

2. Will the research protocol or the consent form be modified in any way?

Yes No

If **yes**, please attach a description of the modifications and a new consent form. **All changes must be approved by the IRB prior to implementing the changes. Major changes may require the submission of an Amendment Form.**

3. Have any subjects complained about the research or reported any injury?

Yes No

If **yes**, please attach an explanation of the complaint or injury.

By signing below, I certify that the information contained in this extension request is correct.

Principal Investigator:

Signature

Print Name

Date

Faculty Sponsor: (if P.I. is a student)

Signature

Print Name

Date

The EU-Institutional Review Board:

Action:

Approved through _____

New protocol is needed. See email from IRB.

IRB Chair Signature

Print Name

Date