PURDUE GLOBAL IRB SUBMISSION CHECKLIST

IMPORTANT: MAKE A COPY OF THIS FILE BEFORE YOU COMPLETE ANY FIELDS.

Use this checklist to track the required documentation for your IRB submission. This checklist is for your own use and will not be included with your submission form. You may wish to share this document with your faculty adviser/consultant for assistance as you work to complete the submission process.

Information about each document, including suggested verbiage, templates, and related policies, can be found on the IRB website. Questions? Contact the IRB at pgirb@purdueglobal.edu.

Tᴛ Document	⊖ Status: Click on the existing status to update from the dropdown menu.	▯ Related files: Click on the File icon to link to a Google Drive file.	Tᴛ Notes
Research Plan Summary Should include methodology section	Not started ▾	▯ File	
Subject Recruitment Plan Should include recruitment materials where applicable	Not started ▾	▯ File	
Agency Approval • Dean's approval for use of School subjects • Website approval for recruitment posting • Outside agency approval	Not started ▾	▯ File	
Informed Consent Documents Should include assent form for minor subjects	Not started ▾	▯ File	
Certificate of IRB Training Completion	Not started ▾	▯ File	

SUBMIT YOUR IRB APPLICATION