

# Human Subjects Committee Screening Form

Graduate School • Station 24 • 575-562-2147

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The Human Subjects Committee has been charged with the responsibility of screening all studies which employ human subjects conducted under the auspices of Eastern New Mexico University. The guidelines employed for screening are those set forth by DHHS and the ethical standards of the APA.

The Human Subjects Committee will review proposals as they are submitted. Turnaround time for decisions on proposals will vary, but every attempt will be made to render a decision within one month of submission during the fall and spring semesters. If you wish to collect data from May through August, proposals should be submitted by April 15.

Proposals, which include the four-page Human Subjects Committee Screening Form, Informed Consent Forms and Surveys should be submitted as separate Word file attachments via e-mail to [Bettye.Gollehon@enmu.edu](mailto:Bettye.Gollehon@enmu.edu).

If you are unable to submit proposals electronically, six copies of proposals should be submitted to Bettye Gollehon in the Graduate School, Station 24, Administration Building, Room 216.

Failure to submit proposals on the proper forms will delay a decision.

(Type or print all information in ink.)

## Required Information

Actual title of investigation: \_\_\_\_\_

If deception is involved, title of investigation provided to subjects: \_\_\_\_\_

\_\_\_\_\_

Principal investigator: \_\_\_\_\_

Address, phone and e-mail address: \_\_\_\_\_

Other persons involved in the project (identify their status: graduate, undergraduate, agency, etc.): \_\_\_\_\_

\_\_\_\_\_

Number of subjects required: \_\_\_\_\_

Length of participation: \_\_\_\_\_

Source of subjects: \_\_\_\_\_

How subjects will be selected: \_\_\_\_\_

Description of subject population: \_\_\_\_\_

\_\_\_\_\_

Starting date: \_\_\_\_\_ Completion date: \_\_\_\_\_

Source of project funds: \_\_\_\_\_ Unfunded: \_\_\_\_\_

## Approvals

If student:

Name of faculty sponsor: \_\_\_\_\_

Signature of faculty sponsor: \_\_\_\_\_

Signature of department chair: \_\_\_\_\_





