

**Assessment Projects Review Form
(Revised 05/03/06)**

Note: This form is to be used for assessments and evaluations conducted with University of Denver students or alumni that address aspects of subjects' individual or personal behavior. **Routine assessments used by academic units and departments (e.g., course evaluations, surveys of academic sequences, portfolio collection and analysis, exit interviews, etc.) DO NOT require IRB review or completion of this form.**

Part A: Please check Y for Yes or N for No.

1. Name of the program to be assessed and/or name of the investigation/study:

2. Is this assessment funded? Y N
If yes, list sponsor

3. Do you plan to publish or report information based on your assessment outside of the University? Y N

Part B: Short Narrative Description of the Investigation

1. Please attach a **one- to two-page narrative** that describes the:
 - a. purpose of the assessment;
 - b. sample (e.g., DU students, alumni, other);
 - c. sampling and consent procedures*;
 - d. measures (please attach measures to be used if possible); and
 - e. potential risks that subjects may be exposed to as a result of participating in the assessment.

* An informed consent procedure that asks subjects to voluntarily sign a consent form if they wish to participate is required for studies that employ confidential procedures (i.e., when a subject's name is linked to a code, number, or other type of identifier). Anonymous studies (i.e., when information provided by a subject cannot be linked to any type of identifier) require only the use of a "project information page" that summarizes the purpose of the study for all potential subjects. Such a page is generally given to subjects at the time data are collected and requires no signature. Examples of consent forms and project information pages are available from Sylk Sotto-Santiago in the Office of Research and Sponsored Programs (ssottosa@du.edu or 303-871-4052).

Signature of Person in Charge of
Assessment _____
Printed Name _____
Printed Title _____
Phone _____
Fax _____
Email _____