



University of California Los Angeles  
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GC-IRB: (310) 825-7122  
M-IRB: (310) 825-5344

## APPROVAL NOTICE

|              |   |
|--------------|---|
| <b>DATE:</b> | 1/7/2016  |
| <b>TO:</b>   | MARK EAGAN<br>EDUCATION   |
| <b>FROM:</b> | TODD FRANKE, PhD<br>Chair, NGIRB  |
| <b>RE:</b>   | IRB#10-001293-CR-00006<br>2016 Review for IRB#10-001293<br>Cooperative Institutional Research Program (CIRP) Freshman Survey<br>Version: 10/16/2014 v 1.5 |

The UCLA Institutional Review Board (UCLA IRB) has approved the above-referenced study. UCLA's Federalwide Assurance (FWA) with Department of Health and Human Services is FWA00004642.

### Submission and Review Information

|                              |                   |
|------------------------------|-------------------|
| Type of Submission           | Continuing Review |
| Type of Review               | Full Board Review |
| Approval Date                | 1/7/2016          |
| Expiration Date of the Study | 1/6/2017          |

### Specific Conditions for Approval

-- The 2016 recruitment and consent documents must be reviewed and approved by the IRB prior to the implementation of the 2016 CIRP Freshman Survey. These materials should be submitted to the IRB as an amendment.

### Regulatory Determinations

-- **Waiver of Signed Informed Consent** - The UCLA IRB waived the requirement for signed informed consent for participation under 45 CFR 46.117(c)(2).

-- **Waiver of Parental Permission** - The UCLA IRB waived the requirement for parental permission for UCLA students under the age of 18 under 45 CFR 46.116(d).

-- **Children as Subjects** - The UCLA IRB determined that the research meets the requirements of 45 CFR 46.404 for UCLA students under the age of 18.

**Documents Reviewed included, but were not limited to:**

| Document Name   | Document Version # |
|---|--------------------|
| <a href="#">10-001293 - 2016 TFS SIS (Clean).docx.pdf</a>                       | 0.02               |
| <a href="#">10-001293 - 2016 Informed Consent SIS (Clean).docx.pdf</a>          | 0.02               |
| <a href="#">10-001293 - 2016-TFS-Pre-notification-Email-Templates.docx.pdf</a>  | 0.02               |
| <a href="#">10-001293 - 2016 TFS Paper-Web Reminder Sample Letter.doc.pdf</a>   | 0.02               |
| <a href="#">10-001293 - 2016 TFS Paper Reminder Sample Letter.doc.pdf</a>       | 0.02               |
| <a href="#">10-001293 - 2016 TFS Web Only Invitation and Reminders.doc.pdf</a>  | 0.02               |
| <a href="#">10-001293 - 2016 TFS Paper Invitation Sample Letter.doc.pdf</a>     | 0.02               |
| <a href="#">10-001293 - 2016 TFS Paper-Web Invitation Sample Letter.doc.pdf</a> | 0.02               |

**Important Note:** Approval by the Institutional Review Board does not, in and of itself, constitute approval for the implementation of this research. Other UCLA clearances and approvals or other external agency or collaborating institutional approvals may be required before study activities are initiated. Research undertaken in conjunction with outside entities, such as drug or device companies, are typically contractual in nature and require an agreement between the University and the entity.

**General Conditions of Approval**

As indicated in the PI Assurances as part of the IRB requirements for approval, the PI has ultimate responsibility for the conduct of the study, the ethical performance of the project, the protection of the rights and welfare of human subjects, and strict adherence to any stipulations imposed by the IRB.

The PI and study team will comply with all UCLA policies and procedures, as well as with all applicable Federal, State, and local laws regarding the protection of human subjects in research, including, but not limited to, the following:

- Ensuring that the personnel performing the project are qualified, appropriately trained, and will adhere to the provisions of the approved protocol,
- Implementing no changes in the approved protocol or consent process or documents without prior IRB approval (except in an emergency, if necessary to safeguard the well-being of human subjects and then notifying the IRB as soon as possible afterwards),
- Obtaining the legally effective informed consent from human subjects of their legally responsible

representative, and using only the currently approved consent process and stamped consent documents, as appropriate, with human subjects,

- Reporting serious or unexpected adverse events as well as protocol violations or other incidents related to the protocol to the IRB according to the OHRPP reporting requirements.
- Assuring that adequate resources to protect research participants (i.e., personnel, funding, time, equipment and space) are in place before implementing the research project, and that the research will stop if adequate resources become unavailable.
- Arranging for a co-investigator to assume direct responsibility of the study if the PI will be unavailable to direct this research personally, for example, when on sabbatical leave or vacation or other absences. Either this person is named as co-investigator in this application, or advising IRB via webIRB in advance of such arrangements.



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## APPROVAL NOTICE

|              |  |
|--------------|--|
| <b>DATE:</b> | 9/11/2015  |
| <b>TO:</b>   | MARK EAGAN<br>EDUCATION  |
| <b>FROM:</b> | TODD FRANKE, PhD<br>Chair, NGIRB   |
| <b>RE:</b>   | IRB#10-001293-AM-00010<br>Amendment #10 for webIRB Study IRB#10-001293<br>Cooperative Institutional Research Program (CIRP) Freshman Survey<br>Version: 10/16/2014 v 1.5 |

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### Submission and Review Information

|                              |                       |
|------------------------------|-----------------------|
| Type of Submission           | Amendment             |
| Type of Review               | IRB Review: Expedited |
| Approval Date                | 9/11/2015             |
| Expiration Date of the Study | 2/18/2016             |

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**Currently approved recruitment and/or consent documents:**

| Document Name   | Document Version # |
|---|--------------------|
| <a href="#">10-001293 - 2015 TFS Survey Information Sheet.docx.pdf</a>          | 0.03               |
| <a href="#">10-001293 - 2015 TFS Paper Reminder Sample Letter.doc.pdf</a>       | 0.03               |
| <a href="#">10-001293 - 2015 TFS Paper-Web Reminder Sample Letter.doc.pdf</a>   | 0.03               |
| <a href="#">10-001293 - 2015 TFS Web Only Invitation and Reminders.doc.pdf</a>  | 0.03               |
| <a href="#">10-001293 - 2015 TFS Paper Invitation Sample Letter.doc.pdf</a>     | 0.03               |
| <a href="#">10-001293 - 2015 TFS Survey Information Sheet (CLEAN).docx.pdf</a>  | 0.03               |
| <a href="#">10-001293 - 2015 TFS Paper-Web Invitation Sample Letter.doc.pdf</a> | 0.03               |

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