

Request for Student Data for Use in Research Project

All requests must be in accordance with FERPA regulations and have Institution Review Board for Protection of Human Subjects (IRB) approval. If this is a project that a student is conducting, there must be a faculty advisor that approves the data request.

Storage of this data, either electronic or paper, must be in a secure location and not shared with a third party.

Requestor's Information

Name: _____

Department: _____ Phone: _____

Faculty Advisor (if applicable): _____

Signature: _____ Date: _____

Project Information

Purpose of Project: _____

Data Requested: _____

How will the data be stored (electronic & paper): _____

At the end of the Project, what will happen to the data: _____

Approval

Documentation of IRB Approval Attached? _____

Faculty Approval: _____

Office of Student Records Approval: _____

The student and the faculty member will be notified of the approval status of their request.