

Instructions for completion of IRB Form

- This form should be completed and returned by email to Secretary Institutional Review Board at least eight weeks before the expected date of execution of the research project. Please submit 11 hard copies of 2nd Draft.
- Please fill all the questions.
- Signature of HOD is required with name.
- Summary should be structured with following Headings (Introduction, Objectives, Material and Methodology, Data Analysis). (#6)
- For Prospective studies data proposed dates starts and end dates of the projects mentioned after approval. (#12)
- All prospective studies should have Written Consent form unless verbal consent is justified and agreed by the Supervisor, HoD and IRB. (#14)
- Data Collection tool/Annexure must be attached. (Checklist)
- Signature of Principle Investigator/Applicant is required in the bottom right corner of all pages of IRB form and on the space provided on the last page for signature.
- For Post Graduate Students Synopsis copy is required.
- IRB form and Synopsis should be printed double sided.
- Please note that any change in the project for any reason, leading to any modification in the project objectives / methods etc. shall be notified to the IRB prior to the project execution on revised plan. In such cases resubmission for fresh ethical approval of the project will be required.
- The IRB shall be informed in writing if the project is discontinued for any reason, along with the reasons of discontinuation.
- **Author's criteria**
Read thoroughly the criteria/guidelines of Authorship.