LOS RIOS COMMUNITY COLLEGE DISTRICT
REQUEST TO CONDUCT EXTERNAL RESEARCH ABOUT SCC STUDENTS
AND/OR COLLEGES

Research Proposal Cover Sheet

Date submitted: ______________

Principal Investigator: ___________________________ Title: ___________________________

Title of Project: ___________________________

Home Address: ___________________________ Home Phone: ___________________________

Email Address: ___________________________

LRCCD Employees: College: ___________________________ Work Phone: ___________________________

External Lead Researcher: College/University/Organization: ___________________________

Address: ___________________________ Phone: ___________________________

Program of Study: ___________________________ Faculty advisor: ___________________________

Individual/Group Responsible for Study Oversight Approval (if appropriate):

Principal Investigator’s Faculty Advisor OR Department Chair OR Professional Standards Committee:

Print Name: ___________________________ Signature: ___________________________

Title: ___________________________ Date: ___________________________

Names/titles of additional investigators: ___________________________

Implications for LRCCD College or District Resources (use of space, use of college data, etc.): ___________________________

History of this proposed study:

New _____ Modification _____ Renewal _____

If it is a Modification or Renewal, does this submission differ in any way from the previously approved proposal?

Yes _____ No _____ If yes, describe any differences in your proposed research.

Attach the Following:

☐ A research proposal that defines your study: description of the study, including its purpose and background; methods section; subjects required (number, source/recruitment procedures, criteria for inclusions/exclusions, etc.); name(s, academic background and experience of investigators; detailed description of data to be extracted from student records (where appropriate); copy of survey instrument (where appropriate); copy of interview protocol (where appropriate).

☐ Information on how confidentiality and anonymity will be assured and data security will be provided.

☐ Copy of university/agency research approval, including approved guidelines for human subjects in the research (where appropriate)

☐ Consent form for participants (if consent from participants is needed to conduct the research)

☐ Draft survey instrument and/or interview protocol

Research Office Approval

Approved ____ Not Approved ____ Signature __________________________________________ Date ______________