

**Tennessee Tech University Institutional Review Board  
IRB Certification Form for Employee Completing Degree Other Institution**

Project Title:  
Principal Investigator:

***Tennessee Tech:***

Employee Position Title:  
Department/Organizational Unit:

***Institution Where Degree is Being Pursued***

Institution Name:  
Degree Program:  
Faculty Supervisor:  
    Position/Rank:  
    Department:  
    Email:  
    Phone Number:

IRB Registration Number:  
IRB FWA:  
IRB Contact Information:

Co-Principal Investigator(s):  
Institution(s):

I, \_\_\_\_\_, am an employee at Tennessee Tech University and am completing a degree at the university listed above. The research study being completed as part of the aforementioned degree program will be reviewed and approved by the Institutional Review Board (IRB) at university where I am a student. I confirm that recruitment for the study will not begin until (a) IRB approval is granted at the university where I am pursuing a degree, (b) the IRB approval letter has been submitted to the Tennessee Tech IRB, and (c) the Tennessee Tech IRB acknowledges the receipt of the IRB approval letter and that the letter is satisfactory. I will report any adverse or unexpected issues that arise during the research process to the university at which I am a student and the Tennessee Tech IRB.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

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Principal Investigator:

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**Tennessee Tech University Only:**

Date IRB Approval Letter Received:  
IRB Approval Letter Acceptable:     Yes             No

Tennessee Tech IRB acknowledges that the IRB approval letter has been received and is acceptable. The PI is authorized to begin recruitment for the study.

\_\_\_\_\_  
IRB Chairperson                      Date

\_\_\_\_\_  
IRB Chairperson Name (Print)