

Appendix G. Template for Chair's letter for exemption

Muhlenberg College Institutional Review Board

Request ID: _____

Faculty member or researcher(s): _____

Decision:

_____ Your request for exemption from formal IRB review has been approved. You are still responsible for adhering to the ethical guidelines in your work. If the project changes in any way, please notify the IRB Chair, as exemption may no longer apply.

_____ Your request for exemption cannot be granted. Please review the comments below and submit a proposal for IRB review.

Comments:

Signed _____

Chair, IRB

Date _____