Institutional Review Board

Researcher Agreement



SAMPLE ONLY

*Please have the agreement printed on the appropriate organization’s letterhead.*

To: Institutional Review Board, Carthage College

From: [Insert name and title]

Re: Consent to recruit from school/organization

To whom it may concern:

I [name of controlling agent], agree to allow [Principal Investigator’s/Researcher’s names] and their student co-investigators [Student Co-Investigator’s names] to recruit participants from [Organization] for the study entitled “[Title of Research Project]”. I affirm that I can act as an agent on behalf of my institution. I understand the benefits, risk, and time involved in participation in this study. I understand that individual participation is contingent upon voluntary informed consent. I am fully aware of the procedure and agree to allow [protocol/procedure] as approved by the Carthage IRB.

Please contact me if you have any further questions.

Sincerely,

Name

Title/Role

[Signature and date]

No electronic signatures, please