**NOTICE OF APPROVAL**

**Institutional Review Board for Human Subjects (IRB)**

**FWA#00000805**

Dear Researcher,

This email is regarding your UTPA IRB study titled "College Readiness: House Bill 5 Transition Courses Developed by the Institutes of Higher Education in the Rio Grande Valley" – IRB# 2015-026-03.

**A modification request for the IRB protocol referenced above has been reviewed and APPROVED. Approval has been granted for the following modification(s):**

* Add a research site: PSJA ISD (*Permission letter from district has been approved*)

**Basis for approval: Modification (Expedited, Category # 7)**

**Approval expiration date: July 24, 2016**

**Recruitment and Informed Consent:** You must follow the recruitment and consent procedures that were approved. If your study uses an informed consent form or study information handout, you will receive an IRB-approval stamped PDF of the document(s) for distribution to subjects.

**Modifications to the approved protocol:** Modifications to the approved protocol (including recruitment methods, study procedures, survey/interview questions, personnel, consent form, or subject population), must be submitted in writing to the IRB at [irb@utpa.edu](mailto:irb@utpa.edu) for review. **Changes must not be implemented until approved by the IRB**.

**Approval expiration and renewal:** Your study approval expires on the date noted above. Before that date you will need to fill out, sign and submit the continuing review form to [irb@utpa.edu](mailto:irb@utpa.edu). If you will be interacting with subjects **or** working with individually identifiable private information, you need to have active IRB approval. Failure to return the form will result in your study file being closed on the approval expiration date.

**Data retention:** All research data and signed informed consent documents should be retained for a *minimum* of 3 years after *completion* of the study.

**Reports:** Submission of a status report to assess the study’s progress, or a final report when a study has been completed (*this applies to all IRB approved protocols*) is required. For exempt protocols, a status report should be submitted on a yearly basis, unless the study has been completed in which case a final report will be required. For expedited and full review protocols, the continuing review request form is equivalent to a status report. A final report should be submitted for completed studies or studies that will be completed by their respective expiration date.

**Closure of the Study:** Please be sure to inform the IRB ([irb@utpa.edu](mailto:irb@utpa.edu)) when you have completed your study, have graduated, and/or have left the university as an employee.



Approved by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Chair, Institutional Review Board