**A red and blue text on a black background

Description automatically generated**

**Final Report Form (IRB)**

*The completion or termination of a project/study is reported to the IRB, unless the investigator was a doctoral student, in which case the file is closed upon receiving a passing grade in the last course of the program or withdrawal/dismissal from the program (see Policy 700-30).*

*This form provides information to the IRB regarding the final status of the project/study and allows the IRB to close the file. If the investigator fails to apply for continuing review or submit a final project report, the IRB will administratively close the study.*

*When Final Reports are acknowledged by the IRB via email, the file is closed, and no further activity related to the project/study may be conducted.*

Complete this form and then submit it using this link: <https://forms.gle/bSy7nSyAHmZy5MUFA>

**IRB Number** (this number will be found on the documents sent to you when your project/study was reviewed by the IRB)

**Investigator’s Name** *(Last, First)*

**Investigator’s USU email address**

**Part 1. Reason for submitting Final Report Form (check the box that best describes why the form is being submitted)**

Project/study was never initiated (*skip to Part 4, Assurance Signature section*)

Project/study began, but no subjects were enrolled and no data was collected (*skip to part 4, Assurance signature section*)

Project/study is complete

Project/study is being terminated

Investigator is leaving or has left USU

**Part 2. Project Summary**

Number of subjects participating to date

Summarize the project findings or results (maximum of 250 words)

**Part 3. Subject Complaints & Unanticipated Problems**

Have any subjects made complaints about the research since the last approval?

If yes, please summarize the complaints and how they were resolved

Are you aware of any unanticipated problems involving risks to subjects or others or adverse events since the initial or continuing review?

If yes, please an explanation and how the outcome and/or resolution

**Part 4. Assurance Section**

By submitting this form, I certify that the information provided in the Final Report is complete and accurate. I understand that I have the responsibility for the protection of the rights and welfare of human subjects enrolled in the research and for the overall ethical conduct of the research. I am indicating that I have complied with all USU policies and procedures relating to human subjects research, as well as with federal, state, and local laws.

Submit this form using this link: <https://forms.gle/bSy7nSyAHmZy5MUFA>