

WESTERN MICHIGAN UNIVERSITY
APPLICATION FOR PERMISSION TO ELECT

Call Number _____

Please circle one course (use a separate form to elect each course):

- | | | |
|--------|-------------------------------|------------|
| * 7000 | Master's Thesis | 6 hours |
| 7100 | Independent Research | 2-6 hours |
| 7120 | Professional Field Experience | 2-12 hours |
| * 7200 | Specialist Project | 6 hours |
| 7250 | Doctoral Research Seminar | 2-6 hours |
| * 7300 | Doctoral Dissertation | 15 hours |
| 7350 | Doctoral Research | 15 hours |

*(These courses are subject to a continuous enrollment requirement. This form is only filled out the first time you wish to enroll in 7000, 7200, or 7300 hours.)

Please indicate your plan for enrolling in the course:

1st Enrollment - Semester/Session _____	Year _____	Hours _____
2nd Enrollment - Semester/Session _____	Year _____	Hours _____
3rd Enrollment - Semester/Session _____	Year _____	Hours _____

Name _____ WIN Number _____

Address _____

Email Address _____ Phone _____

Department _____ Degree _____

Description of Study (including methodology, if research or description of field experience [including name of site and supervisor])

I understand that research involving human or animal subjects, recombinant DNA, chemical hazards, or radioactive material must have prior approval of the research proposal by the appropriate University review body, thus assuring compliance with the regulations for the protection of such subjects or for the use of such materials. (See the reverse side of this form for the specific requirements.) In addition, I understand that The Graduate College will not approve any master's thesis, special project, or doctoral dissertation which does not comply with these requirements, and in that event no credit will be granted for the course.

Signature _____	Date _____	Signature of Faculty Member under whom study is to be completed _____	Date _____
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Signature of Department Chairperson _____ Date _____

Distribution: Department Chairperson, Faculty Advisor, Student, Records Office, *Graduate College

REQUIREMENTS FOR RESEARCH INVOLVING REGULATED SUBJECTS AND HAZARDOUS MATERIALS

All research conducted at Western Michigan University which involves regulated subjects and hazardous materials is subject to the following requirements, as described in the Policies of Western Michigan University and mandated by federal and state requirements:

Human Subjects

Any research involving contact with human research subjects must be approved in advance by WMU's Human Subjects Institutional Review Board (HSIRB). No research involving human subjects is exempt from review by the HSIRB. HSIRB application materials may be obtained from the Research Compliance Coordinator, 251W Walwood Hall (East Campus), phone (269) 387-8293.

HSIRB approval must be obtained prior to any contact with human subjects; the HSIRB will not review or give approval to any protocols in which contact with human subjects has already occurred.

Vertebrate Animals

The use of any vertebrate animals in research, testing, or instructional projects requires prior approval of Western Michigan University's Institutional Animal Care and Use Committee (IACUC). Application materials are available from the Research Compliance Coordinator, 251W Walwood Hall (East Campus), phone (269) 387-8293.

The IACUC reviews applications as received and within two weeks of receipt. Investigators are provided a signed IACUC Certificate upon approval.

Recombinant DNA

Any activity involving the construction or handling of recombinant DNA molecules or organisms and viruses containing recombinant DNA molecules requires prior notification to and, if necessary, approval from Western Michigan University's Recombinant DNA Biosafety Committee (RDBC). The forms for notification and review are available from the Research Compliance Coordinator, 251W Walwood Hall (East Campus), phone (269) 387-8293. These documents are reviewed as received and investigators are notified (and, if required, receive signed approval forms) within two weeks of submission.

Chemical Hazards and Radioactive Materials

Projects involving the use of any chemical hazards or radioactive materials require the approval of the Radiation Safety Committee (RSC). Contact the Radiation Safety Officer at 3928 Wood Hall, phone (269) 387-5933, before initiating research. Such projects also involving animal subjects must be reviewed by the Radiation Safety Officer prior to review by the IACUC.

Additional information on research compliance and application forms is also available online at www.wmich.edu/research.