**St. Lawrence College
Research Ethics Board (SLC-REB)**

Request for Amendment Form

Upload the completed form to the [SLC-REB submission site](https://www.tfaforms.com/5009485).

If you need to extend your project’s end date, please submit the SLC-REB Renewal Form.

If your study is complete, please submit the SLC-REB Project Termination Form.

This form is used to request REB approval to:

1. Make minor changes or amendments to the protocol of an approved project.
2. Appoint a new Principal Investigator (PI) or add new co-investigator(s).
**Note:** Only the current approved PI may use this form to request the appointment of a new PI. A new REB application may be required if the current PI does not make the request.
3. Change the project title and the name of the funding agency or sponsor.
**Note:** In all cases, the PI's name and project title must match those on the grant application to the funding agency and the funding agreement with the sponsor.

# GENERAL PROJECT INFORMATION

## Research Project Title

Click here to enter the title.

## SLC-REB Approval Date

Click to enter the SLC-REB approval date.

## What is the current status of the study?

[ ]  Research participants are currently being recruited.

[ ]  Recruitment is complete, but participants are actively participating in research.

[ ]  Research participant involvement is complete, and data is being analyzed/prepared for publication.

## Provide a brief synopsis of the progress of the study to date:

Click here to enter a description of the progress of the study.

## Principal Investigator

Name:

Click here to enter the PI’s name.

Affiliation:

Click here to enter the PI’s affiliation.

Mailing Address:

Click here to enter the PI’s mailing address.

Telephone:

Click here to enter the PI’s telephone number.

Email:

Click here to enter the PI’s email.

# REQUEST A CHANGE TO THE PRINCIPAL INVESTIGATOR

[ ]  N/A

Name:

Click here to enter the new PI’s name.

Affiliation:

Click here to enter the new PI’s affiliation.

Mailing Address:

Click here to enter the new PI’s mailing address.

Telephone:

Click here to enter the new PI’s telephone number.

Email:

Click here to enter the new PI’s email address.

I request that this project be placed under the direction of the new Principal Investigator named above.

Signature of current Principal Investigator:

🞂

Signature of Associate Dean/ Campus Dean:

🞂

# REQUEST TO ADD A CO-INVESTIGATOR

[ ]  N/A

Name:

Click here to enter the Co-Investigator’s name.

Affiliation:

Click here to enter the Co-Investigator’s affiliation.

Mailing Address:

Click here to enter the Co-Investigator’s mailing address.

Telephone:

Click here to enter the Co-Investigator’s telephone.

Email:

Click here to enter the Co-Investigator’s email.

# CHANGES TO FUNDING INFORMATION

[ ]  N/A

If applicable, please describe any changes or additions to the study funding.

Click here to enter a description of any changes to the funding of the study.

# AMENDMENT TO PROJECT

Amendments may not be implemented until approved by the SLC-REB.

[ ]  Modification to recruitment procedure.

[ ]  Modification to informed consent document or procedure.

[ ]  Modification to study design or methods.

[ ]  Modification to study instruments or data collection methods.

[ ]  Other changes to the study.

**Please provide details of any proposed changes to the project.** Please include any new forms, including consent forms, recruitment tools (e.g., letters, posters), or data collection tools (e.g., questionnaires, tests, surveys).

Click here to enter a detailed description of any proposed changes to the project.

# PROBLEMS ENCOUNTERED DURING RESEARCH

Were there any reportable unanticipated adverse events?

[ ]  Yes [ ]  No

Please describe any problems during the study, including issues with participant recruitment, complaints from research participants, participant withdrawals, unexpected harm or effects to participants or any other ethical concerns. Describe how any problems were resolved.

Click here to enter a detailed description of any problems encountered during the study.

**Principal Investigator Signature:**

🞂