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INSTITUTIONAL REVIEW BOARD  
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**Exempt Protocol Template**

*\*Please include the following information in protocols that are being submitted for exemption*

**A. Project Information:**

- (1) Protocol number
- (2) Protocol title
- (3) Principal Investigator(s):  
including name, address, email address, telephone number, and fax number
- (4) Co-Investigator(s)
- (5) Sponsor/Funding source

**B. Background and Hypotheses**

**C. Objectives and Purpose**

**D. Study Design (including Methods and Procedures)**

**E. Selection and Withdrawal of Subjects**

**F. Informed Consent**

**G. Risk/Benefit Analysis**

**H. Data Collection and Storage Procedures**