

# Research Review Board Application



Please complete and submit this form, and also mail six (6) printed copies of your complete application package and \$50 processing fee to the RRB. See checklist at the bottom of the form to ensure a complete application. Incomplete applications will not be reviewed by the RRB.

**GRADUATE STUDENTS:** If you are a graduate student seeking to conduct research in CPS in order to fulfill an academic, degree, or course requirement such as a Master's thesis or Doctoral dissertation, you must first receive clearance from CPS via the Graduate Student Research Screening Process. If you have received clearance to apply through that process, please include your decision letter from CPS with this application. If you have not completed that process, you must do so before submitting an RRB application. Additional information and resources are at [www.cps.edu/research](http://www.cps.edu/research).

Chicago Public Schools  
Office of Planning and Data Management  
Attn: RRB  
42 W. Madison Street  
2nd Floor  
Chicago, Illinois 60602  
Phone: 773-553-4444  
[www.cps.edu/research](http://www.cps.edu/research)

Date:

Proposal Title:

Subject:

Application type(s):  New Proposal  Resubmission  
CPS Board Contracted Research Proposal?  Yes  No

Primary Contact:

Organization:

Address:

City:  State:  Zip Code:

Phone:  Email:

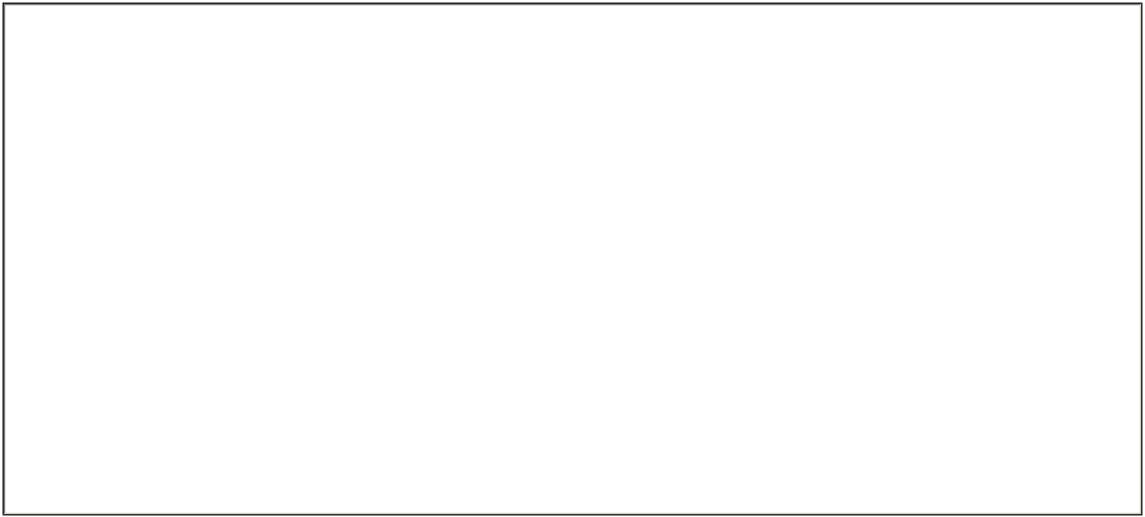
Proposed Study Participants:  Students  Teachers  Other Staff  Parents

Proposed Number and List of Participating Schools:

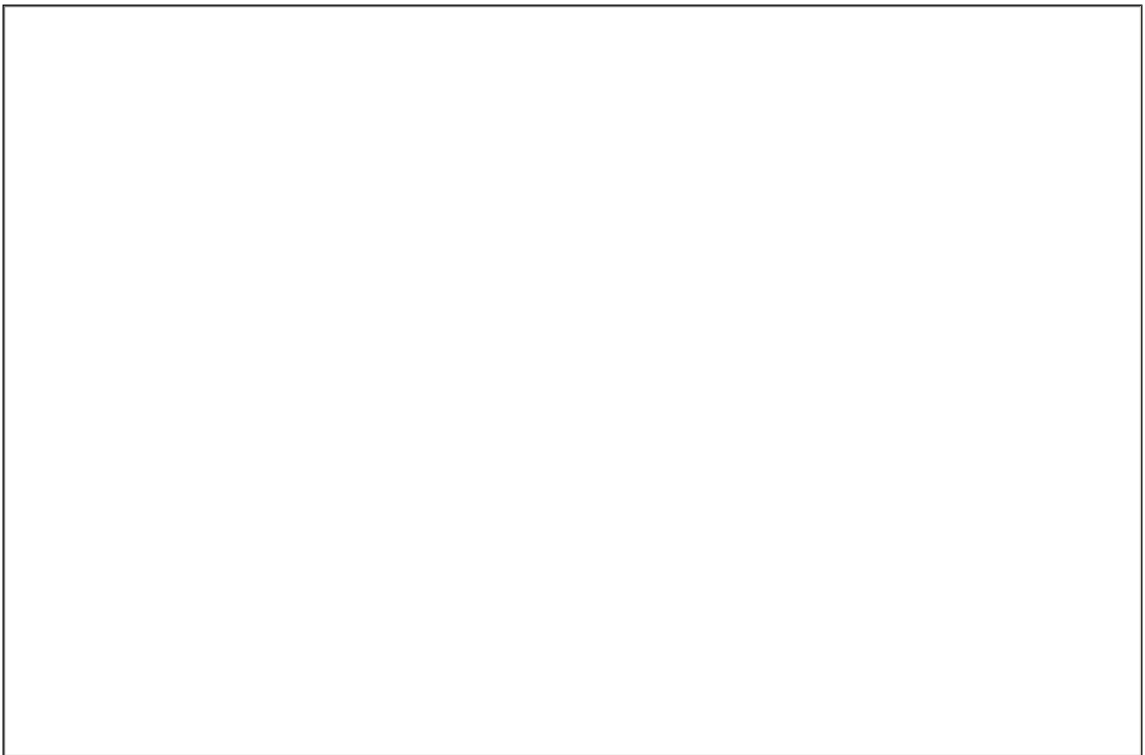
Executive Summary or Abstract:

Researcher(s) Status and Title:

Research  
Question and  
Hypothesis:



Research  
Purpose and  
Literature  
Review:



Benefit to CPS  
and/or  
Education:



Description of Research Activities and CPS Student and/or Staff Involvement:

Study Timeline for all Research Activities Described Above:

After completing and submitting the Application Form, please also mail six (6) printed copies of your complete application package and \$50 processing fee to the RRB. See checklist below to ensure a complete application. Incomplete applications will not be reviewed by the RRB.

RRB Application Checklist:

- Application Form (required)
- Signed Institutional Review Board approval letter (required)
- Copy of survey or other instruments in final form (required)
- Graduate Student Research Screening Decision Letter (required for graduate students)
- Informed consent forms for parents and/or teachers as appropriate
- Informed consent forms for students ages 18 and over as appropriate
- Assent form for 6th grade/students ages 12-17 as appropriate
- Processing Fee of \$50.00