## Appendix E: Table Outlining FGS Procedures for Review of Proposals of Different Types in Cases Where the Research Involves Human Participants

<table>
<thead>
<tr>
<th>Type of Proposal</th>
<th>Documents Required</th>
<th>Submit Documents to</th>
<th>Proposal Reviewed by</th>
<th>Notification</th>
</tr>
</thead>
</table>
| Coursework research or MRP proposal that is minimum risk | • 2 copies of proposal  
• 2 copies of a completed FGS TD2 form | Graduate Program Office | Graduate Program Committee or Graduate Program Director (or designate) and arm's length faculty member | Program Office notifies student of status |
| Coursework research or MRP proposal that is funded or is not minimum risk | • 1 copy of proposal  
• 1 copy of a completed FGS TD2 form  
• Contact HPRC in ORS, 214 York Lanes for further instructions | Submit one copy of proposal and completed TD2 form to Graduate Program Office  
Submit to HPRC via ORS the documents they require | HPRC | HPRC notifies the student and FGS |
| Thesis and dissertation research that is minimum risk | • 1 copy of the thesis or dissertation proposal  
• 1 TD1 form  
• 2 copies of the Written Informed Consent Document or the Script for Verbal Informed Consent  
• 2 copies of a completed TD2 form | Submit all items to the Faculty of Graduate Studies, who will then forward relevant materials to HPRC | FGS and HPRC | HPRC notifies the student and FGS |
| Thesis and dissertation research that is funded or is not minimum risk | • 1 copy of proposal  
• 1 copy of completed TD1 form  
• Contact HPRC via ORS in 214 York Lanes for further instructions | Submit one copy of proposal and completed TD1 form to the Faculty of Graduate Studies  
Submit 6 copies of HPRC materials to the Faculty of Graduate Studies, who will then forward relevant materials to HPRC | FGS and HPRC | HPRC notifies the student and FGS |

*Revised September 2005*