



IRB and Dissertation Proposal Development Status Form

IRB Timeline & Milestones (Fall & Spring, Year 2):

|                                                                                 |                                                                                                                                                                 |
|---------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>October</b>                                                                  | CITI Training introduced by ELPS 789 instructor(s); student to request <a href="#">Cayuse Access</a>                                                            |
| <b>November</b>                                                                 | Introduction to Cayuse & IRB; student is to complete CITI Training by February                                                                                  |
| <b>February</b>                                                                 | ELPS 789 instructor(s) revisit IRB & initiate protocol development.                                                                                             |
| <b>March</b>                                                                    | Student is to have a full IRB draft and proposal presentation draft/completed.                                                                                  |
| <b>April</b>                                                                    | Student is to have IRB submitted and/or in its final revisions. The doctoral program will reach out to set up individual meetings for program-level advisement. |
| <b>Proposal Defense:</b> The proposal defense must be completed April - August. |                                                                                                                                                                 |

To Be Completed Before The End of Year 2 (May) By The Student's Dissertation Chair. Please fill in and email the completed form to the Doctoral Program Office ([tiffany.carrillo@csun.edu](mailto:tiffany.carrillo@csun.edu)).

Student's Full Name:

Cohort Start Year:                      Specialization:      PK12 Leadership      Community College/Higher Education Leadership

Has the student completed CITI Training?      Yes      No

If no, anticipated date of completion:

Has the student completed IRB submission?      Yes      No

If yes, date of submission:

If no, anticipated date of submission:

Has the student completed Chapters 1, 2, and 3? Please list a brief update, the update should include whether Chapters are in progress, pending review, and/or completed.

Anticipated Proposal Defense Date:

Name of Dissertation Chair (typed):      Date: