Submitting a Study Closure
On the Dashboard, click here to view your studies
Click on the Study which will be Closed
Click “New Submission” then click “Closure”
Click here to begin editing the submission
Section 1 General Information

Closure of a study means that no further research, follow-up, or analysis of identifiable data will be performed. If enrollment or participation of subjects is ongoing, the study may not be closed. A study is not closed simply because no additional subjects will be enrolled.

For federally funded research, all research related records must be maintained in your files for a minimum of three (3) years following the completion of the research, and filing of the final financial report. Other sponsors may have different retention periods; if uncertain, please check the sponsor guidelines.

Reason for closure (check all that apply)

- The study was never undertaken (no subjects have been enrolled and study will not be conducted at this site).
- Investigator is no longer at NYU.

Note: If student research, faculty sponsor must submit study closure.

- Data collection has ceased and there is no ongoing data analysis or follow-up of subjects.
- The study is being withdrawn.
- The sponsor, another IRB, or other regulatory agency has terminated the study. You must attach all relevant documentation from the terminating party.
- Study will be incorporated into a new protocol.
- Study is being incorporated into an existing protocol.

Summarize the final findings of your study.

Be sure to answer all questions
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Reason for closure (check all that apply)

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When finished, click “COMPLETE SUBMISSION” to send to the PI for certification.