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**External Research Request
Document Checklist**

We understand that the presentation of materials from institutions will vary as much as the institutions themselves, therefore, to this extent, the following documents must accompany the Research Request. Please note that all files must be named according to the naming conventions below, beginning with the principal investigator's last name and first name initial, followed by an underscore (e.g. JonesA_Protocol).

Document Type	Filename
Research Protocol	_Protocol
Institutional / Employment Approval	_Approval
Consent Form	_Consent
Survey Instrument	_Survey
Interview Instrument	_Interview
Completed Research Request Form	_Request
Cover Page	_Cover

For more than one of the same type of document, indicate a single number after the filename (e.g. JonesA_Consent1; JonesA_Consent2)