

## Appendix N

*IRB Organizing Letter: IRB Letter of Assurance*ARGOSY  
UNIVERSITY

## XXXXX Campus

To Dr. XXXXXXX, President, Argosy University/XXXXX      September XX, 20XX

## INSTITUTIONAL REVIEW BOARD LETTER OF ASSURANCE

At its Organizational Meeting, (indicate date of meeting), the undersigned agreed to comply with the guidelines and procedures established for the IRB as outlined in the campus and National Institutional Review Board Handbook.

Members of the Argosy University/XXXXX  
Institutional Review Board for 20xx-20xx

Name	Signature	Position	Affiliation
Dr. xxxxxxx		Chair	AUX School of Psychology and Behavioral Sciences
Dr. xxxxxxx		Member	College of Business and Information Technology
Dr. xxxxxxx		Member	AUX School of Psychology and Behavioral Sciences
Dr. xxxxxxx		Member	College of Education and Human Development
Dr. xxxxxxx		Member	(Describe Department or Position)
			Non-Affiliated

## Schedule of Meetings for 20xx

(Indicate planned schedule: e.g. First Monday of Month)

All meetings are scheduled for (indicate time and location).

(Provide a list of specific dates when the board will meet)