This form is used to request HSPP CIT credit for attendance at an event or conference outside of UIC. The individual requesting the CIT credit must return the completed form to OPRS via uicirb@uic.edu so that it may be evaluated to determine whether CIT will be given.

1. **Presentation Information** (attach brochure or other announcement materials)
2. **Title:**
3. **Speaker**

|  |  |
| --- | --- |
| Name (Last, First) | Degree(s) |
| Title | Affiliation |

1. **Presentation details**:

|  |  |  |  |
| --- | --- | --- | --- |
| Date  | Start time[ ]  AM [ ]  PM | End time[ ]  AM [ ]  PM | Total # hours (excl. breaks) |
| Street Address | Building Name | Room # |

1. **Sponsor**:

1. **Provide a summary of the presentation if not included in the brochure**:

1. **Instructional Methods**:

|  |  |  |  |
| --- | --- | --- | --- |
| [ ]  Lecture | [ ]  Workshop | [ ]  Web-based instruction | [ ]  Journal Review |
| [ ]  Audiotapes | [ ]  Videotape | [ ]  Other: |

1. **Rationale for HSPP CIT credit. Explain how the presentation relates to Human Subjects Protections.:**

1. **Person completing the form:**

|  |  |  |
| --- | --- | --- |
| Name (Last, First) | Degree(s) | Net ID (e.g., NetID@uic.edu) |
| Department | College |
| Phone Number | UIC E-mail Address |