

ORC USE ONLY

HSRP #:

Date Received:

Translator Certification  
for  
Human Subjects Research Protocol  
for  
Exempt, Expedited, or Full Board Review



**Instructions and Certifications**

Complete this form if translation of document(s) will be used in a Human Subjects Research Protocol (HSRP). Translator(s) are not required to be certified but must demonstrate adequate qualifications to translate.

**By signing this Translator Certification for Human Subjects Research Protocol for Exempt, Expedited, or Full Board Review (Translator Certification), the Principal Investigator (PI) and the Translator(s) certify the following:**

1. The attached document(s) are the sole work product of the Translator(s) without outside or third-party assistance; the Translator(s) is qualified to translate the stated language(s); and
2. Have read and reviewed this Translator Certification; certify the accuracy of its contents; any applicable supporting documentation has been included as an attachment; have signed this Translator Certification electronically.

**After completing the foregoing, submit the Translator Certification with supporting documentation via email to the IRB Mailbox:**

irb@tamucc.edu

**For questions, email:**

research.compliance@tamucc.edu

**Languages to be Translated; Method of Translation; Translator Qualifications; Documents Translated**

Language(s) to be translated to and from English:

**Method of Translation**

- Select one.
1.  The single back translation method was used to translate the HSRP document(s).
  2.  The double translation method was used to translate the HSRP document(s).

**Translator Qualifications**

- Select one.
1.  I am certified. *Include written documentation as an attachment.*

Institution/Company:

2.  I am not certified.

Provide qualification(s) to translate and include written documentation as an attachment.

(e.g., experience, education, training, etc).

3.  I am a native speaker.

List document(s) translated  
(include as attachment).

### Forward or Back Translation

Select one.

1.  The documents listed above received forward translation.
2.  The documents listed above received backtranslation.

### HSRP Information

HSRP #:

Maestro # (if funded):

### Principal Investigator and Translator Signatures

By signing this Translator Certification, the PI and the Translator(s) certify that they have read and understood the requirements and responsibilities set forth in the section entitled "Instructions and Certifications" in relation to the translation. In addition, the PI and the Translator certify that they will abide by any and all applicable federal, state, and/or institutional regulations, including any requirements from the Institutional Review Board (IRB) and/or the Office of Research Compliance (ORC).

#### Principal Investigator

Name:

Signature:

Date:

#### Translator

Name:

Signature:

Date: