



Research Use of Stoelting Assessments

Research Permissions & Agreement Request Form

Please complete this form so Stoelting can review your request and prepare the appropriate permissions and research agreement.
Some fields may not apply to your study (e.g., Sponsor of research), leave blank or enter NA.

Requester and Contact Information

Name of person requesting permission:			
Institution/organization:		Position/title:	
Email of person requesting permission:			
Are you requesting on behalf of a sponsor?	Yes No	Are you the primary contact?	Yes No
If not, who is the primary contact?		Primary contact email:	
Are you a student?	Yes No	Name of faculty advisor:	

Billing and Shipping Information

Individual/company responsible for payment:	
Payment method for research fees: (e.g., PO, credit card, etc.)	
Billing address: (street/city/state/country/zip)	
Shipping address: (if same as billing, enter 'same')	
Will materials be shipped to multiple addresses?*	Yes No

*If there will be multiple shipments: In order for Stoelting to estimate shipping costs, complete addresses and quantities of materials for each address must be provided during the research agreement process

Research Study Information

Principal researcher name:			
Sponsor/company responsible for conducting the study:			
Other companies involved in study and their role:			
Clinical trial/protocol number: (if applicable)		Anticipated start/end dates of study:	
Research study/project title:			
Brief study description:			
Number of research sites	Number of participants	Administrations per participant	



Stoelting Assessment Information

Name and edition of Stoelting assessment requested:			
Who will administer the assessment?	Licensed/credentialed professionals		Trained research staff
	Students/trainees under supervision		Other (describe):
How will the assessment be scored?	Hand-scoring		Researcher-created scoring/database
	Other (describe):		
Are you requesting permission to print materials?	Yes	No	Briefly describe why:
How did you hear about the assessment requested?			

Translation and Modification Requests

Are you requesting permission to translate?	Yes	No	Language(s) requested:	
Purpose of translation:	Develop population-specific normative data and validate translated version		Administer to non-English speaking individuals	
	Other (describe):			
*Important: If translation is solely for non-English administration, the translated assessment will continue to use the published USA normative data. The study methodology must note the translation and use of USA normative data for score interpretation.				
Who will perform translation?			Will translation be back translated/reviewed?	Yes No
Will standardized administration be modified?	Yes	No		
If yes, select the planned modifications:	Creating digitized administration		Administering online (e.g., online survey)	
	Using only certain subtests		Modifying forms (e.g., study-specific labels)	
	Modifying certain items		Other (describe):	
Briefly describe the proposed modifications:				
Answer the following if creating a digitized administration:				
Who will develop the digital administration?				
Will assessment materials be stored on/transmitted through a third-party platform?	Yes	No	Will the digital version reproduce/automate scoring?	Yes No
Briefly describe development and how data will be stored:				
Will the digital version be accessible outside this study?	Yes	No	Will it be retained after the study ends?	Yes No

Publication and Dissemination

Will study results be published?	Yes No	
How will study results be published/disseminated	Peer-reviewed publication	Dissertation/thesis
	Conference presentation/poster	Regulatory submission
	Internal report	Other (describe):
Will any assessment materials, items, screenshots, or copyrighted content be reproduced in publications, online repositories, supplemental materials, or other publicly accessible materials?	Yes No	
If yes, please briefly describe:		

Additional Information

List any additional information relevant to your request here:	
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Submission

After completing this form, please email it to psychtests@stoeltingco.com to submit your research-use request. Stoelting will review the information provided and contact you regarding permissions, materials, fees, and drafting the research agreement.