




## Memorandum

Date: July 3, 2017

From: Mary Kathleen Glynn, DVM, MPVM   
Associate Director for Science  
Division of Scientific Education and Professional Development  
Center for Surveillance, Epidemiology and Laboratory Services  
Office of Public Health Scientific Services

Subject: ICR OMB 0920-0765 Fellowship Management System  
2017 Request for Extension  
Research Determination

To: Leroy A. Richardson, MS, MPH, MSCJ, CPHA  
Chief, Information Collection Review Office  
Office of Scientific Integrity  
Office of the Associate Director for Science  
Office of the Director

Based on the description and justification for the Fellowship Management System (FMS) information collect request necessary for candidates to apply for fellowships, alumni to update their personal information after graduation, and for host sites to submit assignment proposals electronically, and also on the definition of research defined by Federal Policy for the Protection of Human Subjects (45 CFR 46), the collection of information for the FMS application, alumni directories, and host site applications is not considered research and therefore does not require IRB approval.

Should there be any questions regarding this determination that IRB approval is not required, feel free to contact me at (404)498-6169 or [mjg6@cdc.gov](mailto:mjg6@cdc.gov).