



KAMEHAMEHA SCHOOLS

Guidance on Study Updates

Study updates should be provided according to the dates provided in the study approval letter. These updates can be provided in any written format and should contain the following information:

1. Progress on study activities outlined in the study proposal
2. Progress on study timeline as outlined in the study proposal
3. Any challenges in implementation
4. Documentation of changes to the study design, including communication to and approval of changes by Strategy & Innovation.

Updates do not need to be extensive. A paragraph on each of the areas above is sufficient.

As an alternative, the PI may provide in whole, or part of, an update put together for another entity (e.g., dissertation chair, funding agency, etc.) so to not duplicate work. Please ensure that if an update put together for another entity is provided, that the update still contains the information listed above.

Please submit study updates to Strategy & Transformation and your identified Group liaison.