Application to evaluate whether a study conducted for a class assignment, which teaches human research methods constitutes research or can be classified as ‘classroom exercise’

This form is for student class projects only. A study is considered a “student class project,” if it is a systematic investigation students conduct as assignments designed to teach human research methods, where the results and data are not being disseminated outside of the classroom. This excludes all faculty research and any graduate research relating to thesis or dissertation.

Class projects cannot involve the following participants: economically and/or educationally disadvantaged individuals, prisoners, individuals with impaired decision-making ability, or children, except in an educational setting. Data collected for class projects is the student’s data and should not be utilized by faculty or instructors without the student’s express written permission. Faculty and instructors are not permitted to intentionally use class projects as a means of collecting data for their use.

**NEW:** A single class projects application should be submitted for each class with brief project descriptions and signature pages for each project involved. Supervising faculty are responsible for reviewing instruments and informed consents related to these projects. (These documents should **not** be submitted to the IRB for review.)

Training Requirements: Supervising Faculty or instructors must complete the CITI human subject’s protection educational training.

<https://www.citiprogram.org/default.asp?language=english>

The IRB requires that students also complete this training. Supervising Faculty/instructors are responsible for the ethical conduct of class project research.

**Simmons University**

**Institutional Review Board**

**Application to evaluate whether a study conducted for a class assignment which teaches human research methods constitutes research or can be classified as ‘classroom exercise’**

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| --- | --- |
| Course Instructor’s Name: |       |
| Department: |       |
| E-Mail: |       | Phone: |       |
| Project Title:       |

Is the project’s purpose SOLELY to fulfill a class requirement? Yes [ ]  NO [ ]

Will the data you gather be sensitive in nature? (i.e. have the ability to cause emotional distress, potentially put someone in financial, legal, physical or other harm)?

No [ ]  Yes [ ]  (please explain)

Do you intend the data that will be collected to be of widespread interest or usefulness to a larger audience than the subjects you collect data from, or widespread interest beyond your class project? No [ ]  Yes [ ]  (please explain)

Will you be publishing or presenting the results outside of Simmons University or your class?

No [ ]  Yes [ ]

Will subjects to be used in the project come from a vulnerable population including economically and/or educationally disadvantaged persons, prisoners, persons with impaired decision-making ability, and/or children under the age of 18, except when they are in an educational setting?

No [ ]  Yes [ ]

**Project Description:** Please attach the description of your class project(s) here. Sufficient details should be provided so that we can determine the level of risk involved as well as the purpose of the project.

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I confirm that this is a classroom-based study primarily for the purpose of exploring methodologies, approaches to research, and/or initial pilot ideas. I understand that permission to pursue this project lapses at the end of the current semester. Data from this project cannot be disseminated beyond reporting requirements for this course. These projects shall be deemed “classroom exercises” and are not subject to review by the IRB. Under some unforeseen circumstances, a classroom exercise may yield data of potential scientific value. If the student wishes to publish (generalize, disseminate) the results, the project must be submitted to the IRB in accordance with the guidelines of an Exempt project (Category #4) or other appropriate IRB approved categories, as appropriate. I confirm that subjects are not institutionalized or unable to give informed consent.

Student:

Name Signature Date

Email Address:

I am supervising this classroom project as a means of teaching methodologies, approaches to research and/or the development of pilot project ideas. I understand that permission to pursue this project lapses at the end of the current semester. Data from this project will not be disseminated beyond reporting requirements for this course. These projects shall be deemed “classroom exercises” and are not subject to review by the IRB. Under some unforeseen circumstances, a classroom exercise may yield data of potential scientific value. If the student wishes to publish (generalize, disseminate) the results, the project must be submitted to the IRB in accordance with the guidelines of an Exempt project (Category #4) or other appropriate IRB approved categories, as appropriate. I confirm that subjects are not institutionalized or unable to give informed consent.

Faculty:

Name Signature Date

Email Address:

⁯ Accepted (not research, this is a class exercise) or ⁯ Denied (this is research): next action to be taken:

 ⁯Submit separate human subjects’ application

 ⁯Other action required: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Authorized Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_