IRB EXEMPTION APPLICATION

Title of project

Principal investigator

E-mail address Phone

Mailing address

Investigator signature Date

Other investigators (attach additional paper if necessary)

If the principal investigator is a student, please provide the following information:

Deadline for project completion

Is this project part of the requirements for a degree or course grade? ◯ Yes ◯ No

Faculty/staff supervisor

Phone E-mail address

I have reviewed this application and will provide appropriate guidance with the project as needed.

Faculty/staff supervisor signature

If this is a funded project, please specify the name of the funding source:

Government Agency

Corporation

Foundation

Other

Mark the category or categories below that describe the research:

☐ 1. Research, conducted in established or commonly accepted educational settings, that specifically involves normal educational practices that are not likely to adversely impact students' opportunity to learn required educational content or the assessment of educators who provide instruction. This includes most research on regular and special education instructional strategies, and research on the effectiveness of or the comparison among instructional techniques, curricula, or classroom management methods.

☐ 2. Research that only includes interactions involving educational tests (cognitive, diagnostic, aptitude, achievement), survey procedures, interview procedures, or observation of public behavior (including visual or auditory recording) if at least one of the following criteria is met:

a. Information is recorded in such a manner that the identity of the subjects cannot readily be ascertained, either directly or through identifiers linked to the subjects.

b. Any disclosure of the subjects' responses outside the research would not reasonably place the subjects at risk of criminal or civil liability or be damaging to the subjects' financial standing, employability, educational advancement, or reputation.

c. Information is recorded in such a manner that the identity of the subjects can readily be ascertained, either directly or through identifiers linked to the subjects, and the IRB conducts a limited IRB review to determine that there are adequate provisions to protect the privacy of subjects and to maintain the confidentiality of data.

☐ 3. Research involving benign behavioral interventions in conjunction with the collection of information from an adult subject. For these purposes, "benign behavioral interventions" are brief in duration, harmless, painless, not physically invasive, not likely to have a significant adverse lasting impact on the subjects, and not realistically anticipated to be offensive or embarrassing to the subjects. Information can be collected through verbal or written responses (including data entry) or audiovisual recording, if the subject prospectively agrees to the intervention and information collection. **If the research involves deceiving the subjects regarding the nature or purposes of the research, this exemption is not applicable unless the subject authorizes the deception through a prospective agreement to participate in research in circumstances in which the subject is informed that deception may occur.** Additionally, at least one of the following criteria must be met:

a. The information obtained is recorded by the investigator in such a manner that the identity of the human subjects cannot readily be ascertained, directly or through identifiers linked to the subjects.

b. Any disclosure of the human subjects' responses outside the research would not reasonably place the subjects at risk of criminal or civil liability or be damaging to the subjects' financial standing, employability, educational advancement, or reputation.

c. The information obtained is recorded by the investigator in such a manner that the identity of the human subjects can readily be ascertained, directly or through identifiers linked to the subjects, and an IRB conducts a limited IRB review to determine that there are adequate provisions to protect the privacy of subjects and to maintain the confidentiality of data.

☐ 4. Secondary research for which consent is not required: Use of identifiable private information or biospecimens, if at least one of the following criteria is met:

a. The identifiable private information or biospecimens are publicly available.

b. Information is recorded by the investigator in such a manner that the identity of the human subjects cannot readily be ascertained directly or through identifiers linked to the subjects, the investigator does not contact the subjects, and the investigator will not re-identify subjects.

c. The research involves only information collection and analysis involving the investigator's use of identifiable information for the purposes of health care operations, public health activities, or purposes as defined in the federal code.

d. The research is conducted by, or on behalf of, a federal department or agency using government-generated or government-collected information obtained for nonresearch activities, if the research generates identifiable information that is or will be maintained on information technology that is subject to and in compliance with federal guidelines regarding privacy of data.

☐ 5. Research and demonstration projects conducted or supported by or subject to the approval of department or agency heads or subordinate agencies that have been delegated such authority and which are designed to study, evaluate, or otherwise examine public benefit or service programs, including (a) procedures for obtaining benefits or services under those programs; (b) possible changes in or alternatives to those programs or procedures; or (c) possible changes in methods or levels of payment for benefits or services under those programs. This may include studies under contracts, grants, cooperative agreements, or consulting arrangements or internal studies conducted by federal employees.

☐ 6. Taste and food quality evaluation and consumer acceptance studies, if (a) wholesome foods without additives are consumed or (b) if a food is consumed that contains a food ingredient or agricultural chemical or environmental contaminant at or below the level found to be safe, by the Food and Drug Administration or approved by the Environmental Protection Agency or the Food Safety and Inspection Service of the U.S. Department of Agriculture.

☐ 7. Storage or maintenance for secondary research for which broad consent is required: Storage or maintenance of identifiable private information or biospecimens for potential secondary research use if an IRB conducts a limited IRB review and determines that the following criteria are met:

a. There are adequate provisions to protect the privacy of subjects and to maintain the confidentiality of data.

b. The research to be conducted is within the scope of the broad consent.

c. If there is a change made for research purposes in the way the identifiable private information or identifiable biospecimens are stored or maintained, there are adequate provisions to protect the privacy of subjects and to maintain the confidentiality of data.

☐ 8. Secondary research for which broad consent is required: Use of identifiable private information or biospecimens, if the following criteria are met:

a. Broad consent for the storage, maintenance, and secondary research use of the identifiable private information or biospecimens was obtained.

b. Documentation of informed consent or waiver of documentation of consent was obtained.

c. An IRB conducts a limited review and determines that there are adequate provisions to protect the privacy of subjects and to maintain the confidentiality of data, the research to be conducted is within the scope of the broad consent, and the investigator does not include returning individual research results to subjects as part of the study plan.

Briefly describe the objectives and methodology of this project in lay language. Attach supplemental documents (e.g., surveys, consent forms) as necessary.