

Acknowledgement to Proceed with Student Class Projects: Class Level

Instructor's Assurance: By submitting this application, I attest that I am aware of the applicable principles, policies, regulations, and laws governing the protection of human subjects in research and that I be guided by them in the conduct of this class project research. Course Level IRB approval allows the instructor to approve student submissions instead of IRB. Resubmit each semester to IRB@uafs.edu.

Is the research study and collected data for this class project intended to be used as a pilot study, for publication, formal reports, or presentations at professional or student conferences/symposia?

- Yes — Stop. Fill out an IRB application. This application is not appropriate.
- No — Continue with this application.

Is the purpose of this assignment for students to learn about the process of engaging in research or applying a pedagogical technique?

- Yes — Continue with this application. Please attach class syllabus or assignment.
- No — The research is intended for publication, formal reports, or presentations at professional or student conferences. This requires an IRB application.

Has the instructor completed the required Human Subject Research training?

- Yes — Certificate is submitted with this application.
- No — Complete the training before continuing.

Will students/student groups/class be required to fill out a **Form A: Application for IRB Approval** prior to conducting the research and approved by the instructor of the course before the research study is started??

- Yes — This is recommended but not required. Please indicate that this method will be used in the syllabus or assignment instructions.
- No — This is not required, but is strongly recommended. Please indicate in the syllabus or assignment instructions how the instructor will approve the research project.

Will students be required to take the online training appropriate for working with human subjects based upon the type of research and IRB process as part of the coursework?

- Yes
- No — We recommend having students complete the training or discuss the training as part of the course.

Will students be required to solicit human subjects for the class project?

- Yes — I, course instructor, will ensure the person with appropriate authority is contacted to distribute the solicitation to the population of interest.
- No — Solicitation outside of the course is not necessary for this project.

The following statement will be included in all solicitation and consent forms used for the student class projects:

This study is a class project and has been approved by [instructor's name] according to the UAFS IRB's Acknowledgement to Proceed with Student Class Projects form. You can reach out to [instructor's name] if you have questions as well.

1. Please describe the intended project. Is it a project you have designed and the class will carry out? Are the students creating their own individual group projects? What is the purpose for this assignments?

2. Please indicate how you will inform students that the project is for class purposes only and the information is not to be distributed or shared in a manner associate with IRB approval for human subject research. Refer to question one.

As instructor of this class, I certify that the class project(s) will follow the criteria outlined in this form. I certify that approval of this form is for a class project intended for student learning and not IRB approval for human subject research. I certify the project(s) and data gathered therein will not be used beyond the class for which I am seeking approval.

Signature

(*If submitted by a faculty member, electronic (typed) signatures are acceptable.)

Date

Course Number

Course Title

Section

Institutional Review Board Use Only

Date Received: _____

Date Approved: _____

Approved: _____

Approval Notification Date: _____

Note why the class project was not approved as well as updates that resulted in approval. Include dates of contact.