

IRB Proposal Review #: _____

Request for Exemption of Research Involving Human Subjects

[please type]

Investigator(s): _____ Faculty Advisor _____

Department(s): _____ E-mail: _____ Phone _____

Project Title: _____

- ☐ All investigators of this project are qualified through completion of the formal training program or web-based training programs provided by the Appalachian State University Office of Research and Sponsored Programs.

Note: To qualify for Exemption, the research must be (a) of minimal risk to the subjects, (b) must not involve any of the special classes of subjects, and (c) must be in one or more of the following categories. A description of these categories may be found in the federal regulations [45 CFR 46.101(b)(1-6)]. (<http://ohrp.osophs.dhhs.gov/humansubjects/guidance/45cfr46.htm#46.101>)

Please mark/check the appropriate category or categories below which qualify the proposed project for exemption:

- ☐ 1. Research will be conducted in established or commonly accepted educational settings, involving normal educational practices.
- ☐ 2. Research will involve the use of educational tests (cognitive, diagnostic, aptitude, achievement), survey procedures, interview procedures or observation of public behavior, **unless** the subjects can be identified directly or through identifiers linked to the subjects **and** disclosure of responses could reasonably place the subjects at risk of criminal or civil liability or be damaging to the subjects' financial standing, employability or reputation.
- ☐ 3. Research will involve the use of educational tests (cognitive, diagnostic, aptitude, achievement), survey procedures, interview procedures, or observation of public behavior that is not exempt under item 2) above **if** the subjects are elected or appointed public officials or candidates for public office; **or** Federal statute(s) require(s) that the confidentiality or other personally identifiable information will be maintained.
- ☐ 4. Research will involve the collection or study of existing data, documents, records, pathological specimens, or diagnostic specimens if these sources are publicly available or if the information is recorded by the investigator in such a manner that subjects cannot be identified directly or through identifiers linked to the subjects.
- ☐ 5. Research and demonstration projects designed to study, evaluate, or otherwise examine public benefit or service programs, procedures for obtaining benefits or proposed changes in such programs.
- ☐ 6. Taste and food quality evaluation and consumer acceptance studies.
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Investigator(s)

Print name

Date

Please attach an outline of the protocol (see next page).

Request for Exemption

TITLE OF STUDY: _____

PROCEDURES

Please explain the research procedures involving human subjects. This should include the functions they are expected to perform, for how long, the number of times they are expected to appear, over what period of time, where the research will take place, the instrumentation to be used (attach, if necessary), and the conditions involved..

RISKS AND BENEFITS

Please explain any risks or discomforts the subjects may experience. Include the safeguards that will be employed to minimize or reduce the risks. Also, please explain any tangible or intangible benefits to the subjects. If no benefits accrue to the subjects, what are the larger societal benefits that may result from this research?

CONFIDENTIALITY/ANONYMITY

The extent to which subjects will be identifiable must be explained. If anonymity is promised (individuals cannot be identified), you need to explain how that will be accomplished. If confidentiality is promised (individuals can be identified, but the researchers promise not to divulge that information), you must explain how that will be accomplished.

INFORMED CONSENT

Please attach a copy of the Informed Consent.

SUPPLEMENTAL MATERIALS

Please attach copies of recruiting materials, survey instruments, etc...