

*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. Please note this form is only applicable for UT Austin students. Class projects cannot involve the following participants: institutionalized persons, persons unable to consent, children\*, or members of a subject pool. 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 (See Policy and Procedures Section 8.7).*

### **Instructions for Class Project Review Forms:**

**Training Requirements:** Supervising Faculty or instructors must complete the 5-part HRPP training <http://www.utexas.edu/research/rsc/training/index.php>. The IRB strongly encourages that students also complete this training. Supervising Faculty/instructors are responsible for the ethical conduct of class project research.

**Please fill out all fields – if a field is not applicable mark N/A.**

**Student:** Last name, First name

**Faculty:** professor / instructor’s name

**UTEID:** your UT electronic identification – note this is not your email address

**Semester:** the semester the project is being conducted

**Year:** year research is being conducted

**Research Question/Hypothesis:** Please describe your research. List any aims, questions, or hypotheses that you may be testing.

**Confirm that subjects are:** please check those that apply.

**Method:** please check those that apply. List where observations or participant observations will take place.

**Consent Form:** only check one. If you are not using a consent form please give an explanation in the box provided. Please check with your professor to determine if a consent form is necessary. Please note that consent forms must contain some mandatory elements. Please see your professor for assistance in consent form protocol. Further help and instruction are available at [www.utexas.edu/research/rsc/humanresearch/forms/](http://www.utexas.edu/research/rsc/humanresearch/forms/).

**Status as Human Subjects Research:** check yes or no for each question. In order to be considered a student class project the answer to either question A1 or A2 must be no. In question B3 - *Private* means **either** information about behavior that occurs in a context in

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\* Children may be used for observational class projects.

which an individual can reasonably expect that no observation or recording is taking place **or** the individual has provided the information for specific purposes and can reasonably expect that the information will not be made public (i.e., a medical record). *Individually identifiable* means **either** identity of participant is or may readily be ascertained by the investigator **or** identity of the participant is or may readily be associated with the information.

**Please sign, date and provide your email address.**

**Have your professor / instructor complete the form with signature, date, and email.**  
Your form is now ready to submit.

**We will file your completed form. At this time you will not receive any verification from the Office of Research Support.**

Office of Research Support  
P.O. Box 7426  
Austin, TX 78713  
North Office Building A (NOA)  
Suite 5.200  
Campus Mail Code: A3200  
Phone: 471-8871 Fax: 471-8873

**Student use only – Student Class Project – Student use only**

**Student:**  
**UTEID:**

**Supervising Faculty:**  
**Semester:**

**Year:**

**PROJECT DESCRIPTION**

**Research Question/Hypothesis:**

**Confirm that subjects are:**

- Not institutionalized
- Able to give informed consent
- Adult (18+ years old) – *Persons under 18 may be used for observations only*
- Not members of a “Subject Pool”

**Method:**

- Survey
- Interview
- Observation – Where:  
  
 Observations conducted by participant – Where:  
  
 Experiment
- Archival

**Consent Form:**

- Consent form used (Attach form)
- No Consent Form (Please give explanation below.)

**Human Subjects Research Status (To be completed by faculty sponsor):**

A) The activity involves research because:

- 1) The activity is a systematic investigation, including research development, testing and evaluation:  Yes  No
- 2) The activity is designed with the intent to develop generalizable knowledge or to contribute to generalizable knowledge:  Yes  No

B) The activity involves human participants because:

- 1) The data the investigator is planning to obtain are about living individuals:  
 Yes  No

2) The investigator plans to obtain data through one or more of the following: physical procedures performed on those individuals, manipulation of those individuals, manipulation of those individuals' environments, communication with those individuals, or interpersonal contact with those individuals: \_\_\_ Yes \_\_\_ No

3) The information to be obtained is **both** private **and** individually identifiable : \_\_\_ Yes \_\_\_ No

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, minors, or members of a subject pool, and are able to give informed consent.

Student: \_\_\_\_\_  
Email Address                      Signature                      Date

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, minors, or members of a subject pool, and are able to give informed consent.

Faculty: \_\_\_\_\_  
Email Address                      Signature                      Date