

# Institutional Review Board

## APPLICATION TO PROCEED WITH STUDENT CLASS PROJECTS

**INVESTIGATOR'S ASSURANCE:** By submitting this protocol, 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 will be guided by them in the conduct of this research.

Please submit all forms by e-mail to [irb@atu.edu](mailto:irb@atu.edu).

**As instructor of this class, I certify that the class projects outlined in this form meet the following criteria:**

- This assignment is part of a class and is conducted under faculty supervision. *Please attach a roster of students participating in this project.*
- The purpose of this assignment is for students to learn about the process of engaging in research or applying a pedagogical technique as opposed to engaging in research which is intended to be used for publication, formal reports, or presentations at professional conferences. *Please attach class syllabus.*
- This project is eligible for exempt or expedited review. *No project requiring full board approval may be dealt with under this procedure.*
- The instructor has completed the required on-line training. See [https://www.atu.edu/ospui/human\\_subjects.php](https://www.atu.edu/ospui/human_subjects.php) for training requirements.
- The instructor will require each student to submit a *Form A: Application for IRB approval to the instructor* for approval prior to engaging in their research assignment. The instructor will carefully review these forms to ensure that the student will be adequately protecting the safety of human subjects. *The IRB does not need to see these forms.*

We recommend that the instructor require students to complete online training on the IRB process as part of the course work. Please see [https://www.atu.edu/ospui/human\\_subjects.php](https://www.atu.edu/ospui/human_subjects.php) for suggested training options.

All student applications and documentation must be maintained for no less than three years by the faculty member and may be periodically audited by the IRB Chair and/or his/her designee.

## SIGNATURE:

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\*Faculty Instructor

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Date

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