

FILL OUT THIS FORM ONLY IF YOU ARE REQUESTING EXEMPT STATUS

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## IRB EXEMPT STATUS CHECKLIST

Principal Investigator: \_\_\_\_\_

Usually, Principal Investigators may consider their research EXEMPT from the Federal regulations governing human research if it does not require obtaining informed consent from the subjects. If you believe your project qualifies as exempt, then supply the following for IRB review and confirmation of the exempt status of your project:

1. Completed (pink) Exempt Status Checklist;
2. Completed (green) IRB Protocol Cover Sheet;
3. A one page abstract of the project including
  - a.) descriptions of where and how subjects are to be obtained, and
  - b.) how subject anonymity is to be assured;
4. Evidence of approval to gather data at site, and
5. A copy of any non-standardized and/or unpublished instrument to be used.

### Instructions: Exempt Status Checklist

If you believe your proposed research is in ONE or MORE of the six categories of research which are exempt from the Code of Federal Regulations for the protection of human subjects, indicate the most appropriate category(s) that apply to the proposed project.

### EXEMPT CATEGORIES

- \_\_\_\_\_ 1. Research conducted in educational settings, involving normal education practices, such as:
- a.) Research on regular and special education instruction strategies, (or)
  - b.) Research on the effectiveness of, or the comparison among, instructional techniques curricular, or management methods.....
- \_\_\_\_\_ 2. Research using standardized educational tests (cognitive, diagnostic, aptitude, achievement) and the information gathered will be recorded in such a way that subjects CANNOT be identified either directly or indirectly.....

\_\_\_\_\_ \*3. Research involving survey or interview procedures, EXCEPT where ALL of the following conditions exist.....

- a.) Responses are recorded in such a manner that the subjects can be identified directly or indirectly, and
- b.) The responses, if they become known outside the research, could reasonably place the subject at risk of criminal or civil liability, or be damaging to the subject's standing or employability, and
- c.) If the research deals with sensitive aspects of the subject's own behavior, such as illegal conduct, drug or alcohol use, or sexual behavior

\*Category 3 does not apply to research where children are subjects.

\_\_\_\_\_ \*\*4. Research involving the observation (including observation by participants) of public behavior, EXCEPT where ALL of the conditions listed above in #3 (i.e., 3a, b, c) also exist.....

\_\_\_\_\_ 5. Research involving the collection or study of existing data, documents, records, pathological specimens, or diagnostic specimens, and these sources are publicly available; or if the information is recorded, it is recorded by the investigator in such a manner that subjects CANNOT be identified directly or indirectly.....

\_\_\_\_\_ 6. Research involving a category specifically added to this list by the Department of Health and Human Services and published in the Federal Register.....

**In signing this exemption form, the principal investigator agrees that the category(s) checked above do strictly apply to the proposed research**

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P.I. signature \_\_\_\_\_ Date \_\_\_\_\_

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P.I. email \_\_\_\_\_ P.I. Telephone \_\_\_\_\_