



OKLAHOMA WESLEYAN UNIVERSITY

Non-Research Class Project – Request for Clearance Form

This form will serve as documentation for class projects that do not constitute research involving human subjects. The IRB reviews activities that involve human subjects in research. Per federal regulations (45 CFR 46), research is defined as: “A systematic investigation, including research development, testing and evaluation, designed to develop or contribute to generalizable knowledge.”

If your class project does not constitute research in accordance with the federal definition above, you may use this simplified form – appropriate for non-research class projects only – to document your activity. To qualify as non-research, the data collected cannot be “generalized” (publications, presentations or disseminated outside the class in any fashion, including campus-based student presentations, seminars, conferences, weblogs, social networks, etc.). If there is any doubt or if selected project topics are considered high risk, you should complete the APPLICATION FOR PROJECT/PROPOSAL APPROVAL. See the attached list of potentially high-risk topics.

CLASS PROJECT REQUEST:

Course Instructor: First Name Last Name
Department: Department
Campus Address: Building Room Number
Course Name: Course Name
Course Number: Course Number
Course Term: Choose a term. Year

PROJECT DESCRIPTION – In 100 words or less, describe the proposed activity:

Click or tap here to enter text.

PROCEDURE – Briefly state how the data for this project is to be collected:

Click or tap here to enter text.

YES NO



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I have reviewed and understand the federal definition for research involving human subjects provided in the above paragraph:
(<http://www.hhs.gov/ohrp/humansubjects/guidance/45cfr46.html>)

I conclude that the class project described does not constitute research under the federal definition and meets the definition of minimal risk.

I agree that the information or data gathered in this activity will not be “generalized or disseminated” in any way outside of the class.

I understand that if activities in my class do constitute research under the federal definition above, the APPLICATION FOR PROJECT/PROPOSAL APPROVAL must be submitted to the IRB and approved prior to initiation of the activity involving research with human subjects.

I understand that I will promptly report to the IRB any unanticipated problems involving participants in the activity as described

 X _____ Date
Signature of Course Instructor



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Potential High Risk Topics

Problematic activities might include but are not limited to:

- More than minimal risk encountered by subjects on a daily basis
- Persons under 18 years of age
- Use of visual or audio recording
- Persons who are physically or mentally disabled
- Subjects in institutions (e.g., prisons, nursing homes, halfway houses)
- Persons 65 years and older as a target population
- Ethnic or racial populations as a target population
- Victims
- Questions about any kind of illegal or illicit activity
- Sexually explicit materials or questions about sexual orientation, sexual experience or sexual abuse
- Any procedure that might be viewed as invasion of privacy
- Deception of subjects
- Any form of potential abuse; i.e., psychological, physical, sexual
- Administration of substances (food, drugs, etc.) to subjects
- Handling of money or other valuable commodities
- Extraction or use of blood, other bodily fluids, or tissues