Lamar University
Human Subjects Review Board
Cover Sheet for
Approval of Research Using Human Subjects

Date: _____

Title of research project: _____

Principal Investigator: _____

Department:_____ Email : _____

Campus Mailing Address:_____ Campus Phone:_____

If this is a student proposal, name of faculty advisor: _____

Requested Review:
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- ☐ Exempt Review
- ☐ Expedited Review
- ☐ Full Board Review

Does this project involve minors, pregnant women, prisoners, or other special populations? ☐ Yes ☐ No

Comments:

Research **Office**
Date Received: _____

To Be Reviewed by:

Lamar University

Request for Approval from Human Subjects Review Board

1. Description of Project (attach additional information as needed)

   a. Briefly describe the population of human subjects involved (e.g., university students, community members, school children, prisoners, pregnant women, etc.) Indicate if participation is voluntary or not.

   b. Briefly describe research procedures and data collection techniques (e.g., interview, questionnaire, observation, etc.).

   c. Briefly present the objectives of the research (e.g., present in lay terms hypothesis to be tested).

2. Subject recruitment (in addition to the information requested below, submit verbatim copies of all letters, notices, advertisements, etc. with an outline of all oral presentations to be used):

a.	Direct person-to-person solicitation	☐
b.	Telephone solicitation	☐
c.	Newspaper solicitation	☐
d.	Letters of solicitation	☐
e.	Posted notices of solicitation	☐
f.	Other (explain)_____	☐

g. List below all criteria for including subjects.

h. List below all criteria for excluding subjects.

3. Benefits and costs to subjects:

a. Indicate what, if any, benefits may accrue to each of the following (note: financial payment to subjects is considered a benefit).

i.. Benefits to human subjects involved:

ii. Benefits to individuals who are not subjects and generalized benefits to society:

b. If subjects are to be paid, present financial details (amount, method of disbursement, payment schedule, financial effect on subjects who withdraw from participation).

c. Estimated participation costs to each subject:

i. Time (total time commitment for duration of project)

ii. Money

4. Basis of Claim For Exemption or expedited Review - To qualify for an exemption from a Full evaluation by the Lamar University Human Subjects Review Board, at least one of the following must apply:

☐ a. The research will be conducted only in established or commonly accepted educational settings (e.g., classrooms) and it involves normal educational practices such as research on regular and special education instructional strategies, or research on the effectiveness *of,* or the comparison among, instructional techniques, curricula or classroom management methods.

☐ b. The research will be conducted using only questionnaire or interviewsurvey methods and the subjects are elected or appointed public officials or candidates for public office.

☐ c. The research is limited to the collection and study of existing data, documents, records, pathological or diagnostic specimens available to the public.

☐ d. The research is limited to the collection and study of data obtained using only the following techniques and the data or information obtained will be recorded in such a manner that subjects cannot be identified, directly or indirectly, through identifiers linked with the subjects. Check below the technique(s) which apply:

☐ The data will be obtained through the use of educational tests (cognitive, diagnostic, aptitude, achievement, etc.).

☐ Data will be obtained by observing the public behavior of subjects.

☐ Data will be obtained through survey or interview procedures.

☐ The data will be obtained from existing documents, records pathological or diagnostic specimens.

☐ e. The research is limited to the collection and study of data obtainedby:

☐ Observing the public behavior of the participants

☐ Using survey or interview procedures and (both of the following must apply if this basis is to qualify for an exemption):

☐ The information collected about the subjects' behavior does not involve sensitive subjects such as illegal or immoral conduct, drug or alcohol use, sexual behavior, mental illness, or other possibly embarrassing subjects, and

☐ The information collected, if it became known to outsiders, could not reasonably be expected to place the subjects at risk of civil or criminal liability, or be damaging to the subjects' social or financial standing or employability.

5. Statement of Risk, Request/Recommendation for Exemption

The undersigned certify that they believe that the conduct of the above described research (should be "constitutes") no more than minimal risk of physical or emotional harm, or social or legal embarrassment participating human subjects and request that the above described research be considered exempt from full review by the Lamar University Human Subjects Review Board:

_____ _____

Principal Investigator(s) Date

_____ _____

Principal Investigator(s) Date

_____ _____

Principal Investigator(s) Date

_____ _____

Faculty Sponsor (if the research is carried out by students) Date

_____ _____

Department Chair Date