IRB ID#

Long Island University Institutional Review Board APPLICATION FOR EXEMPT CATEGORY REVIEW

Project Title:			
A. Investigators:			
Faculty Investigator	c/Sponsor:		
Department:			
Campus:			
		Email:	
Student Investigato	r:		
Department:			
Campus:			
		Email:	
Address for Corresp	oondence:		

PLEASE ATTACH A SUMMARY OF THE PROPOSED RESEARCH:

INCLUDE:

- Purpose of the study
- Statement indicating why study meets the guidelines for exempt review
- Subject population
- Brief description of procedures to be followed
- Brief description of risks and benefits to subjects involved in the study
- Recruitment Procedures
- Copies of consent forms, scripts, surveys, questionnaires, syllabi, and letters of cooperation should be appended.

As of September 1, 2004 all Long Island University personnel (including students and staff) involved in projects using human research subjects who have not completed the Long Island University workshop, "Education in the Protection of Human Research Subjects", are required to complete an online training program before beginning their research. To complete the training titled "Protecting Human Research Participants" go to http://phrp.nihtraining.com. Once the training module has been completed, you will be prompted to print out a certificate of completion. A copy of this certificate must be submitted with your IRB application or your application will be returned. Please keep a copy of your certificate for your records as it must be attached to all future IRB applications as proof of training compliance.

Please send one copy of the completed application to: Inter-Departmental Mail: Kathryn Rockett, Sponsored Research, University Center Regular Mail: Kathryn Rockett, IRB, LIU, Office of Sponsored Research, 700 Northern Blvd., Greenvale, NY 11548

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IKB ID#			

Exemption Categories

Research activities that involve no risk to human subjects and are listed in one or more of the following categories may be reviewed by the IRB through the exempt procedure authorized by 45 CFR 46.101.

CHECK THE CATEGORY	THAT	<u>'ACCURA'</u>	TELY	DESCRIBES	YOUR
RESEARCH ACTIVITY:					

	(46.101.b.1) Research conducted in established or commonly accepted educational					
settings, involving normal educational practices, such as:						
_	research on regular and special advantion instructions strategies					

- research on regular and special education instructions strategies:
- research on the effectiveness of or the comparison among existing instructional techniques, curricula, or classroom management methods.

(46.101.b.2) Research involving the use of educational tests (cognitive, diagnostic, aptitude, achievement), survey procedures, interview procedures or observation of public behavior **UNLESS**:

the information obtained is recorded in such a manner that human subjects can be identified, either directly (e.g., name) or through identifiers linked to the subject (i.e., through ANY code used with the intent of being traced back to the subject)

AND

any disclosure of the human subjects' responses outside the research could reasonably place the subjects at risk of criminal or civil liability or be damaging to the subjects' financial standing, employability, or reputation.

(46.101.b.3) Research involving the use of educational tests (cognitive, diagnostic, aptitude, achievement), survey procedures, interview procedures or observation of public behavior, that is not exempt as described above, IF:

• The human subjects are elected or candidates for public office

OR

• Federal statute(s) require(s) without exception that the confidentiality of the personally identifiable information will be maintained throughout the research and thereafter (e.g., as in the case with a Certificate of Confidentiality).

(46.101.b.4) Research involving the collection or study of existing data, documents, records, pathological specimens, or diagnostic specimens, IF:

• These sources are publicly available

• the information obtained is recorded in such a manner that human subjects cannot be identified, either directly (e.g., name) or through identifiers linked to the subject (i.e., through ANY code used with the intent of being traced back to the subject)

 (46.101.b.5) Research and demonstration projects to the approval of the Department of Health and Human to study, evaluate or otherwise examine: Programs under the Social Security Act or other public Procedures for obtaining benefits or services under the Possible changes in or alternatives to those program 	n Services, and which are designed blic benefit or service programs; those programs;
Application Endorsen	nents
Applications will not be reviewed without the	
Principal Investigator: I certify that a) the information provided for this proprocedures will be used in this project; c) any modifications approval prior to use; and d)study will not be started until fit the IRB	s in this project will be submitted for
Signature of Investigator	Date
Conflict of Interest Statement. Could the results of the study provide a potential gas family, or any of the co-investigators that may give conflict of interest? NOYES, the potential conflicts of interest and disclosed on the conflict of interest and disclosed on the conf	terest are described in a cover consent form.
Signature of Faculty Sponsor	Date
Department Chair: My signature below certifies that I have reviewed the to the scientific merit of this study and the competency of the project.	<u> •</u>

Signature of Department Chair

IRB ID#_____

Date

FOR IRB USE ONLY

Your claim for exemption for the research study identified above has been reviewed. The action taken is indicated below: APPROVED FOR EXEMPTION AS CLAIMED: **CATEGORY# 46.101.b** NOTE: Alteration to the conduct of the study and/or the consent process, which may conceivably change the exempt status of this study, must be presented to the IRB for approval before the changes are implemented. APPROVED FOR EXEMPTION - BUT NOT AS CLAIMED. Your claim for exemption does not fit the criteria for exemption designated in your proposal. However, the study does meet the criteria for exemption under CATEGORY# 46.101.b. **NOT APPROVED FOR EXEMPTION**. A determination regarding the exempt status of this study cannot be made at this time. Additional information is required. NOT APPROVED FOR EXEMPTION. Your proposal does not meet the criteria for exemption. The study SHOULD BE RESUBMITTED FOR FULL COMMITTEE OR EXPEDITED REVIEW. A FULL APPLICATION IS REQUIRED.

See the attached Committee Letter for additional comments.