

Course-Related Student Projects and Human Subjects Research

The Course-Related Student Project Policy applies to all human subjects research activity conducted for purposes of *teaching research methods* at Manhattan College. This policy applies to undergraduate students at Manhattan College and faculty members or instructors who supervise course-related student projects.

When students conduct research as a course assignment and for educational purposes, there are some conditions under which IRB approval may not be required. Course-related student projects are usually limited in scope and *designed to teach students how to conduct research*. They typically are *not intended to further scientific knowledge* in a particular field of study or to lead to scholarly publication.

The Policy on Course-Related Student Projects outlines the type of project that does not meet the regulatory definition of human subjects research and therefore does not require IRB approval.

IRB approval is not required if the course-related student project meets all of the following criteria:

1. The purpose of the assignment or activity is to teach research methodology.
2. The results of the assignment do not develop or contribute to generalizable knowledge because the activities are course assignments/projects conducted by a student to satisfy the curriculum requirements of a course, and are typically concluded at the end of the relevant semester(s), AND either:
 - a. The results of the project do not at any time leave the campus, OR
 - b. The project involves gathering data from or about a company, agency or organization and the data/results are either (i) shared only with that company, agency or organization to be used for internal quality assurance or quality improvement purposes, or (ii) owned or controlled by that company, agency or organization under the terms of an agreement to conduct the project such that it is unlikely the data/results will be widely disseminated.
3. The project is limited to surveys, questionnaires, interview procedures, observation of public behavior, or standard educational exercises.
4. The project does not include prisoners, children (aged 17 or under), or their data.
5. The information is recorded by the researcher without any direct or indirect identifiers (code numbers or pseudonyms) linking anyone to his/her data, OR, if direct identifiers are used when recording the data, the information gathered could not reasonably harm a person's reputation, employability, financial standing, or place a person at risk of criminal or civil liability.
6. Manhattan College faculty, staff, and students do not receive monetary compensation or any type of support from an external company, organization, or agency for collecting, analyzing, or reporting the results of the project.

7. The project is not conducted or supported by a federal department or agency that has adopted the Common Rule (45 CFR 46 subpart A).

NOTE: Honor's, Master's, and Doctoral thesis and dissertation projects that involve research with human subjects always require IRB review and approval.

Use the checklist for students on the IRB's website to determine whether or not a student project is subject to IRB review. This form is for use by the student and their advisor only; DO NOT submit this checklist to the IRB.