

Washington and Lee University
Request for Approval of Research Involving the Use of Human Participants

Submission Date: _____ Proposed Start-up Date: _____

Investigator's Name(s): _____

Investigator's CITI Reference Number(s) _____

Project Title: _____

Department: _____ Phone: _____

This research is being conducted for:

___ **Senior Thesis Project**

Student(s') name(s)

Faculty Adviser

___ **Undergraduate Course**

Course name/number

Instructor

___ **Faculty Research**

___ **Other. Describe** _____

Is this research supported by an outside funding agency? _____ If yes, give grant number: _____

Supervisory Review of Student Research

Prior to submission to the Institutional Review Board, all **student** proposals must be reviewed by your advisor, instructor, or supervisor. Has your advisor, instructor, or supervisor reviewed this proposal?

___Yes

___No

Name of reviewer: _____

Investigator Certification:

I hereby certify that upon approval of this proposal by the IRB, no changes will be made without approval of the IRB, and that any problems, adverse reactions, or unforeseen conditions encountered in the use of human participants will be immediately reported to the chair of the IRB. *(please submit your proposal with an electronic signature and date or your typed name and date)*

Signature: _____ Date: _____

Please provide answers and descriptions on a separate sheet regarding all items applicable to your research.

I. PROJECT DESCRIPTION

Briefly describe the objectives of your research, data collection procedures, the need for human participants, and any special conditions or procedures for their involvement. You need not be lengthy but please provide enough information for the Institutional Review Board to assess the risks to which your participants may be exposed and the benefits likely to result from your proposed study.

II. CHARACTERISTICS OF THE PARTICIPANT GROUP(S)

Describe the characteristics of the group(s) to be used. Specify particularly if human participants are either children, mentally incompetent, or from a legally restricted group.

- a) Gender, race or ethnic group, age range, etc.:
- b) Affiliation of participants (e.g., college students, elementary school students, hospital patients, general public):
- c) Participants' general state of health (mental or physical):
- d) The necessity for using these particular groups:
- e) Briefly explain how participants will be recruited. Describe the procedure to the point of gaining consent.
- f) Explicitly describe what the participants will be asked to do.

III. RISKS

Describe in detail any physical, psychological, social, legal, economic, or other risks you can foresee for participants both immediate and long range.

- a) Immediate risk:

- b) Long-range risk:
- c) Rationale for the necessity of such risks:
- d) How will the risks be minimized?
- e) If the risks have been identified, briefly describe the importance of knowledge to be gained and explain why you feel that the value of the information to be gained outweighs the risks.

IV. DECEPTION

If deception is to be utilized in your project, you must describe in detail the circumstances that you feel justify the use of deception.

- a) At any point in your procedure, will it be necessary for you to use deception?
- b) Briefly explain the rationale for using deception in this project.
- c) Explicitly describe the debriefing procedure.
- d) How long after the experimental session will participants be debriefed?
- e) If debriefing is not done immediately, at which point will participants be made aware of the deception in the experimental session?

V. CONFIDENTIALITY OF DATA

What precautions will be taken to safeguard identifiable records of individuals? Be specific about the long-range and immediate use of data by you and others.

VI. INFORMED CONSENT

Federal regulations require precautionary measures to be taken to insure the protection of human participants on physical, psychological, social, and other issues. This includes the use of “informed consent” procedures as described in the institutional guidelines.

a) How will the participants be informed of the nature of the investigation, the reasonably foreseeable risks, and the voluntary nature of his/her participation?

_____ in writing
(attach copy of form to be supplied)

_____ orally
(attach copy of information to be given)

b) Once the above information has been presented, will you obtain written consent from the participants (i.e., their signature) prior to their participation?

____ Yes (attach a copy of the informed consent form)

____ No (identify the reasons for requesting a waiver of the written consent requirements)

c) If the participants are minors or mentally incompetent describe how and by whom permission will be granted.

Signature of Primary Investigator

Date

**Send the completed form to the chair of the Institutional Review Board for Research with Human Participants.
You may not sign up or test any participants until you are notified that your study has been approved.**