



**Human Subjects Committee
Application for "Exemption Class"
To be used in addition to the Application Page**

Title of Research Proposal: _____

Responsible Investigator(s): _____

Co-Investigator(s): _____

Department/School: _____

Check the Exemption Class Below. [See Exempt Classification Guidelines in the Federal Register, 1991, 56 (117), p. 28012-28013, 45 CFR, Part 46.101(b)]. Exempt from coverage is most social, economic, and educational research in which the only involvement of human subjects will be in one or more of the following categories:

- 1. Research conducted in established or commonly accepted educational settings, involving normal educational practices, such as (i) research on regular and special education instructional strategies, or (ii) research on the effectiveness of or the comparison among instructional techniques, curricula, or classroom management methods.
- 2. Research involving the use of educational tests (cognitive, diagnostic, aptitude, achievement), survey procedures, interview procedures or observation of public behavior, unless: (i) information obtained is recorded in such a manner that human subjects can be identified, directly or through identifiers linked to the subjects; and (ii) 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. THIS DOES NOT APPLY TO RESEARCH WITH CHILDREN, EXCEPT FOR RESEARCH INVOLVING OBSERVATIONS OF PUBLIC BEHAVIOR WHEN THE INVESTIGATOR(S) DO NOT PARTICIPATE IN THE ACTIVITIES BEING OBSERVED.
- 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 under paragraph (b)(2) of this section, if: (i) the human subjects are elected or appointed public officials or candidates for public office; or (ii) federal statute(s) require(s) without exception that the confidentiality of the personally identifiable information will be maintained throughout the research and thereafter.
- 4. Research involving the collection or study of existing data, documents, records, pathological specimens, or diagnostic specimens, if these sources are publicly available or if the information is recorded by the investigator in such a manner that subjects cannot be identified, directly or through identifiers linked to the subjects. (Existing records, such as medical records, must be used in accordance with the rules, regulations and guidelines of the institution).
- 5. Research and demonstration projects which are conducted by or subject to the approval of department or agency heads, and which are designed to study, evaluate, or otherwise examine: (i) public benefit or service programs; (ii) procedures for obtaining benefits or services under those programs; (iii) possible changes in or alternatives to those programs or procedures; or (iv) possible changes in methods or levels of payment for benefits or services under those programs.
- 6. Taste and food quality evaluation and consumer acceptance studies, (i) if wholesome foods without additives are consumed or (ii) if a food is consumed that contains a food ingredient at or below the level and for a use found to be safe or agricultural chemical or environmental contaminant at or below the level found to be safe, by the Food and Drug Administration or approved by the Environmental Protection Agency or the Food Safety and Inspection Service of the U.S. Department of Agriculture.

NOTE: NONE OF THE ABOVE EXEMPTIONS APPLY TO RESEARCH INVOLVING PRISONERS, FETUSES, PREGNANT WOMEN, OR HUMAN IN VITRO FERTILIZATION

REVIEWED FOR EXEMPT STATUS BY:

Signature of the Department Chair,
Dean or Designated Administrator*

School: _____ Date: _____

* If "Exemption Class" is approved, responsibility for quality control and ethical conduct of this research project will lie with the person who reviewed this project for exemption.