

**Valdosta State University**  
**APPLICATION FOR USE OF HUMAN PARTICIPANTS IN RESEARCH**

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**EXEMPT APPLICATION**

**INSTRUCTIONS:** Complete all required information. Attach CITI training, recruitment documents, answers to questions 14-18, and obtain all required signatures before submitting.

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Project Title:

Project Dates:            to  
   MM/DD/YYYY            MM/DD/YYYY

Responsible Researcher:

Mailing Address:

Department:

Email:

Telephone:

Minimum # of Participants:

Maximum # of Participants:

External Funding:  Yes  No

If Yes, include sponsor's information:

(Include a copy of the proposal or award that describes use of human participants, if externally funded.)

Supervising Faculty:

Supervising Faculty Email:

Dissertation Research Member:

Researcher's Status:

- FT/PT Faculty
- Adjunct Faculty
- Research Associate
- Administrator/Staff Member
- Graduate Student
- Undergraduate Student
- \*Unaffiliated Investigator

Unaffiliated Investigators must fill out the last column **IRB FWA #** and complete the **Unaffiliated Agreement** form at the link below:

<http://www.valdosta.edu/academics/graduate-school/research/office-of-sponsored-programs-research-administration/institutional-review-board-irb-for-the-protection-of-human-research-participants.php>

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**Valdosta State University's IRB Definition of Research:** VSU defines research as a systematic investigation, including research development, testing, and evaluation designed to develop or contribute to generalizable knowledge.

1.  YES  NO Does your proposed study meet Valdosta State University's definition of research (above) or does your study involve a condition for IRB oversight as stated below?

The following **conditions** may not meet the definition of "research" as provided; however, may cause your research to be subject to IRB oversight: a

Private information includes information about behavior that occurs in a context in which an individual can reasonably expect that no observation or recording is taking place. Identifiable means that the identity of the participant may be ascertained by the investigator.

**Incentives:** Small monetary payments, gift cards, extra credit, etc. offered to encourage individuals to participate in a research study. The incentive amount should be based on the amount of time and effort being required of participants. The amount offered should never be so much as to create undue influence. Incentives must be provided to every individual approached about study participation, regardless of whether they choose to participate.

6.  YES  NO Will participants receive compensation/incentive for participation (e.g. gift cards, extra credit, etc.)?

If yes, a.) Provide information as to the amount and type of incentive being offered, and include when and how participants will receive the incentive. Participants who withdrew from the study how will they be compensated for participation?

7.  YES  NO Will a third-party distribute compensation to participants?

If yes, attach a copy of the agreed-upon third-party contract.

**8. EDUCATIONAL REQUIREMENTS:** In accordance with federal regulations, the VSU IRB requires all responsible researchers, co-investigators, faculty advising student research, dissertation committee members, and unaffiliated investigators to complete the CITI educational program. Please visit: <http://www.citiprogram.org> to complete the *IRB Basic* course.

techniques, curricula, or classroom management methods. **§45 CFR 46.104(b)(2), does not permit involving children (under 18) in survey or interview procedures, per subpart D.**

**Category 2: This exemption is not applicable to research involving minors.**

Research that only includes interactions involving educational tests (cognitive, diagnostic, aptitude, achievement), ~~by~~ *procedures* ~~interview~~ *procedures*, or observation of public behavior (including visual or auditory recording) if the following criteria is met:

- (i) The information obtained is recorded by the investigator in such a manner that the identity of the human subjects cannot readily be ascertained, directly or through identifiers linked to the subjects; IRB conducts a limited IRB review to make the determination required by §46.111(a)(7).  
VSU's IRB interprets this category to include – but not limited to, non-invasive experimental research studies on p7 (r)03c 0 2 (tl)9 (c)9 (a)3270 Tw 5io

