Lamar University
Human Subjects Review Board
Cover Sheet for
Approval of Research Using Human Subjects

Date: ______

Title of research project: _______________________________________________________

Principal Investigator: ___________________________________________________________

Department: ____________________          Email : _______________________

Campus Mailing Address:______________                         Campus Phone:___________

If this is a student proposal, name of faculty advisor: ____________

Requested Review:    _ Exempt Review
                     _ Expedited Review
                     _ Full Board Review

Does this project involve minors, pregnant women, prisoners, or other special populations? __Yes ___No

Comments: _________________________________________________________________

Research Office
Date Received: _______

To Be Reviewed by:
Lamar University

Request for Approval from Human Subjects Review Board

1. Description of Project (attach additional information as needed)
   a. Briefly describe the population of human subjects involved (e.g., university students, community members, school children, prisoners, pregnant women, etc.) Indicate if participation is voluntary or not.

   b. Briefly describe research procedures and data collection techniques (e.g., interview, questionnaire, observation, etc.).

   c. Briefly present the objectives of the research (e.g., present in lay terms hypothesis to be tested).
2. Subject recruitment (in addition to the information requested below, submit verbatim copies of all letters, notices, advertisements, etc. with an outline of all oral presentations to be used):

   a. Direct person-to-person solicitation  ____
   b. Telephone solicitation  ____
   c. Newspaper solicitation  ____
   d. Letters of solicitation  ____
   e. Posted notices of solicitation  ____
   f. Other (explain)  ____

   g. List below all criteria for including subjects.

   h. List below all criteria for excluding subjects.

3. Benefits and costs to subjects:

   a. Indicate what, if any, benefits may accrue to each of the following (note: financial payment to subjects is considered a benefit).

      i. Benefits to human subjects involved:

      ii. Benefits to individuals who are not subjects and generalized benefits to society:

   b. If subjects are to be paid, present financial details (amount, method of disbursement, payment schedule, financial effect on subjects who withdraw from participation).
c. Estimated participation costs to each subject:

i. Time (total time commitment for duration of project)

ii. Money

4. Basis Of Claim For Exemption or expedited Review - To qualify for an exemption from a Full evaluation by the Lamar University Human Subjects Review Board, at least one of the following must apply:

___a. The research will be conducted only in established or commonly accepted educational settings (e.g., classrooms) and it involves normal educational practices such as research on regular and special education instructional strategies, or research on the effectiveness of, or the comparison among, instructional techniques, curricula or classroom management methods.

___b. The research will be conducted using only questionnaire or interview survey methods and the subjects are elected or appointed public officials or candidates for public office.

___c. The research is limited to the collection and study of existing data, documents, records, pathological or diagnostic specimens available to the public.

___d. The research is limited to the collection and study of data obtained using only the following techniques and the data or information obtained will be recorded in such a manner that subjects cannot be identified, directly or indirectly, through identifiers linked with the subjects. Check below the technique(s) which apply:

___ The data will be obtained through the use of educational tests (cognitive, diagnostic, aptitude, achievement, etc.).
___ Data will be obtained by observing the public behavior of subjects.
___ Data will be obtained through survey or interview procedures.
___ The data will be obtained from existing documents, records pathological or diagnostic specimens.

___e. The research is limited to the collection and study of data obtained by:

___ Observing the public behavior of the participants
___ Using survey or interview procedures and (both of the following must apply if this basis is to qualify for an exemption):

___ The information collected about the subjects’ behavior does not involve sensitive subjects such as illegal or immoral conduct, drug or alcohol use, sexual behavior, mental illness, or other possibly embarrassing subjects, and
___ The information collected, if it became known to outsiders, could not reasonably be expected to place the subjects at risk of civil or criminal liability, or be damaging to the subjects’ social or financial standing or employability.
5. Statement of Risk, Request/Recommendation for Exemption

The undersigned certify that they believe that the conduct of the above described research c (should be “constitutes”) no more than minimal risk of physical or emotional harm, or social or legal embarrassment participating human subjects and request that the above described research be considered exempt from full review by the Lamar University Human Subjects Review Board:

_____________________________________________                  ________________________
Principal Investigator(s)                                          Date

_____________________________________________                  ________________________
Principal Investigator(s)                                          Date

_____________________________________________                  ________________________
Principal Investigator(s)                                          Date

_____________________________________________                  ________________________
Faculty Sponsor (if the research is carried out by students)        Date

_____________________________________________                  ________________________
Department Chair                                                  Date