Form A
Institutional Review Board
Le Moyne College

NOTICE OF EXEMPT RESEARCH

Name of Investigator(s)/Researcher_____
Date Submitted_____
Address_____
City_____ Zip Code_____
Phone number_____
E-mail address_____
Program of Study_____
Name of faculty/staff sponsor (if different)_____
Phone number of sponsor _____
Proposed Date to Commence Data Collection_____
Title of Project:

Abstract of Project:

Type of Investigator and Nature of Activity (if required)
_____ Faculty or staff of Le Moyne College
_____ Student of Le Moyne College
_____ Individuals other than faculty, staff, or students of Le Moyne College.
(Please identify investigator and explain nature of research activity.)

Under which of the following categories are you claiming exemption from IRB review? (Check One)

_____ (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 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.

Form A, continued

_____ (3) 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.

_____ (4) 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.

_____ (5) Research involving the unobtrusive observation (including observation by participants) of public behavior, except where any of the following conditions exist: (I) observations are recorded in such a manner that the human subjects can be identified, directly or through identifiers linked to the subjects, (ii) the observations recorded about the individual, if they become known outside the research, could reasonably place the subject at risk of criminal or civil liability or be damaging to the subject's financial standing or employability, (iii) the research deals with sensitive aspects of the subject's own behavior, such as illegal conduct, drugy sue, sexual behavior, or use of alcohol.

_____ (6) Research involving the use of educational tests (cognitive, diagnostic, aptitude, achievement) survey or interview procedures, except where any of the following conditions exist: (I) responses are recorded in such a manner that the human subjects can be identified, directly or through identifiers linked to the subjects, (ii) the subject's responses, if they become known outside the research, could reasonably place the subject at risk of criminal or civil liability or be damaging to the subject's financial standing or employability, (iii) the research deals with sensitive aspects of the subject's own behavior, such as illegal conduct, drug use, sexual behavior, or use of alcohol, (iv) the survey or interview involves children or respondents requiring supervision, e.g. mentally retarded adults. All research involving survey or interview procedures is exempt, without exception, when the respondents are elected or appointed public officials or candidates for public office.

Form A, continued

Certification

1. I am familiar with the policies and procedures of Le Moyne College regarding human subjects. I subscribe to the standards described in the document, IRB Policies and Procedures for the Protection of Human Subjects.

2. I am familiar with the published guidelines for the ethical treatment of subjects associated with my particular field of inquiry (e.g. as published by the American Psychological Association, American Sociological Association.)

3. I am familiar with and will adhere to any official policies in my department concerning research with human subjects.

4. I understand that upon consideration of the nature of my project, the IRB may request a full application for review of my research at their discretion and convenience.

5. If changes in procedures involving human subjects become necessary, I will submit these changes for review before initiating the changes.

DATE_____SIGNATURE_____

Investigator(s)/Researcher(s)

DATE_____SIGNATURE_____

Investigator(s)/Researcher(s)

All applicants from outside Le Moyne College and all student applicants must have a college sponsor whose signature is here affixed.

DATE_____SIGNATURE_____

Sponsor