



University of Puerto Rico
 Mayagüez Campus
 Dean of Academic Affairs
 Institutional Review Board

Request for Exemption of Courses with Research Projects

Instructions: This form is designed for courses that include the development of research projects as part of their learning objectives. It must be completed and signed by the professor. This form constitutes a certification by the professor that the submitted project(s) meets all of the necessary elements to qualify for an exemption as stipulated by the 45 CFR 46 federal requirements.

I. Instructor's Information

Name:	
Faculty:	Department:
Phone:	E-mail:

II. Course Information

Title:	
Codification:	Semester and academic year:

III. Research Project Information

Student name(s):
Title:
Brief justification or project purpose:
Describe the research methods, including the recruitment process and the protections of privacy and confidentiality:

IV. Exemption Requirements

1. Does the project constitute research as defined by the 45 CFR 46? Yes No

Please read below before answering:

Section 102 of the federal regulation 45 CFR 46 defines investigation as follows: *A systematic study designed to develop or contribute to generalized knowledge.*

- Generalized knowledge:
 - The study's conclusions are relevant to the general population and not just the group being studied
 - The study's conclusions will be disseminated throughout presentations, posters, conferences, and/or publications

If the answer is no, your project does not need to be revised by our committee

2. Will the collected data include information that might identify the participant(s) involved?
 Yes No

Please read below before answering:

Federal regulation 45 CFR 46 defines identifiable information as any information with one or more elements that, when combined, would allow third parties to identify a person.

3. Will the collected data include private information? Yes No

Please read below before answering:

Federal regulation 45 CFR 46 defines private information as any information about a person's behavior in contexts in which the person has an expectation that he/she will not be observed or recorded

- Information not accessible to the general public
- Information was provided under the condition that it would not be made public

Behavioral observation studies in public spaces, including Internet discussions boards, are not considered studies that involve humans, as there is no intervention or interaction between researcher and person and private information is not being collected. However, the researcher must be assured that the collected data is not private, even when the behavior that is being observed is public. For example, information available on the Internet is not necessarily public. Researchers must carefully evaluate the intentions of the user who posted the information, if the information provided matches the identity of the author, and whether or not the webpage is of public or private domain.

4. Will the collected data include sensitive information that might expose the participant(s) to financial losses, employment loss, or loss of reputation? Yes No

Please read below before answering:

Federal regulation 45 CFR 46 defines sensitive information as any information that when divulged might have serious consequences for the participant(s) of the study, including criminal or civil charges. Common examples include:

- Information regarding medical history, including mental health and abortion
- Sexual preferences, attitude, and/or practices
- Use of drugs, alcohol, and/or other controlled substances
- Illegal conduct
- Information that might risk the participant's job or financial situation
- Information that diminishes or damages the participant's reputation
- Information that, when divulged, might result in discrimination or stigmatization of the participant

5. Will the investigation process expose the participant(s) to uncomfortable situations and/or stressors that

might exceed the minimal risk criteria?

Yes No

Please read below before answering:

Minimal risk refers to anticipated damage or discomfort in your investigation, whose probability of occurrence and magnitude does not exceed that which participants normally confront during their daily routines or during routine physical or psychological examinations..

6. Will recruited participants belong to vulnerable populations? Yes No

Please read below before answering:

Federal regulation 45 CFR 46 defines vulnerable populations as those whose life situations impose limits on their capacity to exert their own will or which complicate their ability to provide informed consent. The following populations are considered vulnerable:

- Underage persons
- Pregnant women
- Fetuses or newborns
- Persons with mental or physical discapacities
- Persons in institutions: jail, prison, hospice care, or elderly homes
- Persons within hierarchical structure contexts: employees, students, military
- Members of economically or socially marginalized groups

7. Will the students enrolled in the course be participating as test subjects (will they be part of the sample)? Yes No

8. Will you collect information through the use of fraudulent or deceitful techniques that will keep participants from freely acquiring particular information about the investigation? Yes No

9. Will you collect data through focus groups and other strategies that require participant(s) to divulge information in front of third parties? Yes No

10. Will you collect information through the use of audio and/or video recorders or will you take pictures of the participant(s)? Yes No

11. Will the results of this investigation be divulged outside of the classroom setting through presentations, posters, conferences, or publications? Yes No

IV. Signatures

By signing, you are certifying that the information provided in this form is accurate and truthful. I understand that as principal researcher of the course, I am responsible for the protection of rights and the well being of the human participants, as well as the administration and ethical performance of the project.

Name of professor

Professor or advisor's signature

Date (Month / Day / Year)