This Checklist may only be used by researchers at the University of Dayton who want to conduct **research in established or commonly accepted educational settings, involving only normal educational practices (regular or special education instructional strategies, effectiveness of instructional techniques, curricula, classroom management methods)**. This application form may NOT be used if the research is sponsored with federal funds, or if compensation is involved. This form can only be submitted to the IRB by a University of Dayton faculty member or full-time staff member. **If you are a student, you must ask your faculty mentor to approve the checklist and submit it, along with the Parent Information Sheet and Off-Site Approval to** [**IRB@udayton.edu**](mailto:IRB@udayton.edu). **Visit:** [**http://www.udayton.edu/research/compliance/irb/**](http://www.udayton.edu/research/compliance/irb/)

**1. RESEARCHER INFORMATION:**

Name: Department: Email address (udayton.edu):

Faculty Sponsor Name & Email (*required for student projects*):

**2. PROJECT TITLE:**

**3. CHECKLIST:**

No federal funds will be used in this research. (You may not use this form if federal funds are used.)

No compensation will be offered to participants. (You may not use this form if compensation is used.)

All research activities will occur within a classroom setting.

All research activities will be limited to widely accepted educational practices.

The researcher has permission to conduct their research at the data collection site (e.g. school principal).

LOCATION(S):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (The researcher must provide documentation of this permission.)

All interactions with minors will be limited to normal classroom activities.

All data will be secured and kept private using lock-and-key (paper data) or password-protected computer files (digital data) on a computer with limited access.

Access to the research data will be protected and restricted to the researcher and/or faculty member.

This type of research does not require the researcher to document informed consent. In lieu, the researcher will use the **University-approved Parental Information Sheet** template (see the IRB web site). This sheet must be provided to the parents of children prior to conducting research.

This IRB submission includes the following \*required\* documents: (1) **Application Form**, (2) **Parental Information Sheet, (3) Off-Site Approval** (e-mail from a school principal is acceptable).

For student applications, these materials must be submitted by a faculty member.

**IF ANY OF THE BOXES ABOVE ARE NOT CHECKED, you may not use the CLASSROOM RESEARCH FORM. Please visit the IRB web site for the regular application for exemption or non-exempt research application.**

**4. FACULTY/STAFF MEMBER CERTIFICATION OF CLASSROOM RESEARCH APPLICATION:** This form may only be submitted by a **full-time faculty or staff member** of the University of Dayton. This form must be submitted, along with the **Parental Information Sheet and Off-site approval** for this study, by e-mail to [IRB@udayton.edu](mailto:IRB@udayton.edu) prior to any data collection. By submitting this form via e-mail to the IRB, the faculty/staff member is certifying that the above information has been reviewed and is true to the best of your knowledge. **The person signing/submitting this form accepts responsibility for the protection of the human subjects recruited to this research study, and for the ethical conduct of this research.**