APPENDIX B: EXEMPT REVIEW CHECKLIST

Please check the reason you believe your study is Exempt Review and submit this checklist along with the Exempt Review Application electronically to: irb@cui.edu

☐ Research conducted in established or commonly accepted educational settings and involving normal educational practices, such as (a) research on regular and special education instructional strategies, or (b) research on the effectiveness of or the comparison among instructional techniques, curricula, or classroom management methods.

☐ Research involving the use of educational tests (cognitive, diagnostic, aptitude, achievement), if information taken from these sources is recorded in such a manner that subjects cannot be identified, directly or through identifiers linked to the subjects.

☐ Research involving survey or interview procedures, ***except where the following conditions exist:*** (a) responses are recorded in such a manner that the human participants can be identified directly or through identifiers linked to the subjects, ***AND*** (b) the subject's responses, if they became 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, ***AND/OR*** (c) the research deals with sensitive aspects of the subject's own behavior, such as illegal conduct, drug use, sexual behavior, or use of alcohol. (However, when the respondents are elected or appointed public officials or candidates for public office, all research involving survey or interview procedures is exempt without exception).

☐ Research involving the observation (including observation by participants) of public behavior, ***except where the following conditions exist:*** (a) observations are recorded in such a manner that the human participants can be identified, directly or through identifiers linked to the subjects, ***AND*** (b) observations recorded about the individual, if they became 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, ***AND/OR*** (c) the research deals with sensitive aspects of the subject's own behavior, such as illegal conduct, drug use, sexual behavior, or use of alcohol.

☐ 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 researcher in such a manner that subjects cannot be identified, directly or through identifiers linked to the subjects.

If NO box can honestly be checked, your project is NOT eligible for Exempt Review, continue to the Expedited checklist.