MASSART

Request for Expedited Form

Name of Faculty Supervisor:	
Name of Primary Investigator (PI):	
Email:	
Name(s) of Project Assistant(s):	
Department:	
Proposal Title:	
Timeframe of Study	

I. Exemption from Review at MassArt is permitted when the study meets one of the criteria listed below. Please check which criterion your study falls under.

A. Research conducted in established or commonly accepted educational settings, involving normal educational practices, such as

i. (i) research on regular and special education instructional strategies, or

ii. (ii) research on the effectiveness of or the comparison among instructional techniques, curricula, or classroom management methods.

B. (Non-Vulnerable Adults only) Research involving the use of educational tests (cognitive, diagnostic, aptitude, achievement), survey procedures, interview procedures or observation of public behavior, unless:

i. (i) information obtained is recorded in such a manner that human subjects can be identified, directly or through identifiers linked to the subjects; and

ii. (ii) any disclosure of the human subjects' responses outside

the research could reasonably place the subjects at risk of criminal or civil liability or be damaging to the subjects' financial standing, employability, or reputation. (If i and ii are true, then exemption will not be granted.)

C. Research involving the use of educational tests (cognitive, diagnostic, aptitude, achievement), survey procedures, interview procedures, or observation of public behavior that is not exempt under the paragraph above if:

   i. (i) the human subjects are elected or appointed public officials or candidates for public office; or

   ii. (ii) federal statute(s) require(s) without exception that the confidentiality of the personally identifiable information will be maintained throughout the research and thereafter.

D. 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. Existing data means that the data were collected prior to the start of this study. No information recorded by the investigator can include identifiers.

Signature: _____ Date: _____

*IRB may request additional information concerning the proposal. IRB will make a determination as to whether the proposal can be expedited or if it is necessary to complete a proposal.

MASSART

Please complete the following:

II. Please briefly describe your participants and methodological approach.

III. Please describe how you will collect and safeguard the data, and how the data will be reported.

IV. Please attach all instruments (e.g., surveys, interview questions).

V. Please attach your consent document or information sheet or state how participants will be otherwise informed that they are part of a research study and can choose not to participate.

VI. If applicable, please attach recruitment materials (e.g., letter of invitation, flyers), HIPAA authorization, and letters of permission from internal departments or external agencies.

IRB Use Only

- ☐ Expedited
- ☐ Not Expedited (Submit a full proposal)

Comments:

IRB Contact: Institutional Research and Strategic Effectiveness