

Institutional Review Board Review (IRB) Guidelines for Student Activities Involving Human Subjects

The IRB identifies three categories of student activities involving human subjects:

1. *Student Research*

"Student Research" is defined as an activity undertaken by undergraduate or graduate students that meets the DHHS definition of research, which is *"a systematic investigation, including research development, testing and evaluation, designed to develop or contribute to generalizable knowledge."* Student research can take place as part of a class or as a faculty-directed independent study and may, or may not, involve more than minimal risk to participants.

1. Student research **will be** presented outside of the class or independent study setting in the form of publication, inclusion in theses, dissertations or presentations in any publicly accessible forum.
2. Student research meets the DHHS criteria for research and **is subject to IRB review**.

2. *Student Assignment*

"Student Assignment" is a required out-of-class activity involving interviews or surveys and is one component of many in a given course. The assignment is completed and submitted for a grade in the course, but the student assignment may or may not be considered a *"systematic investigation"*, and may or may not be designed to *"develop or contribute to generalizable knowledge"*.

1. Student assignments considered a *"systematic investigation"* and designed to *"develop or contribute to generalizable knowledge"* with results that **will be** presented outside of the class in which the activity takes place, including publication, inclusion in theses, dissertations, or presentations in any publicly accessible forum **are subject to IRB review**.
2. Student assignments not considered a *"systematic investigation"* or designed to *"develop or contribute to generalizable knowledge"* with results that **will not be** presented outside of the class in which the activity takes place, and do not pose more than minimal risk to subjects, **are not subject to IRB review***.

3. *Classroom Project*

"Classroom Project" is an assigned project of significant length and scope that is included in the course syllabus. The classroom project may involve interviews or surveys, systematic data collection and analysis and may be referred to as "research" in the course syllabus, but does not meet the DHHS definition of "research," as it is not intended to *"develop or contribute to generalizable knowledge"*, but is to function only as a learning tool designed to facilitate the student's mastery of research theory and practice.

1. Classroom projects results **may not** be presented outside of the class in which the activity takes place, including publication, inclusion in theses, dissertations, or presentations in any publicly accessible forum without being subject to IRB review.
2. Classroom projects that do not meet the DHHS criteria for research and do not pose more than minimal risk to subjects **are not subject to IRB review***.

*For the protection of participants, students, faculty and the university, students engaging in studies involving human subjects of any kind will be required to register and complete CITI research ethics and compliance training. Student's CITI certification can be verified by contacting the CCU IRB Coordinator via email OSPRS@coastal.edu or phone 843.843.2978.

Faculty having students complete work that falls into categories 2.2 or 3.2 that **are not subject to IRB review**, will complete the [IRB Notice of Student Assignment or Classroom Project Involving Human Subjects](#) form and provide a class roster to verify students have completed CITI training. The review and approval of students' study procedures, recruitment practices, informed consent documents, etc. will be the responsibility of the assigning faculty member.

Any faculty member who wishes to submit their student study protocol for IRB review even if it falls into a category not requiring review, is encouraged to do so.

Student assignments or classroom projects assigned by faculty that could pose **more than minimal risk to participants** must follow the procedures for Student Research.

All forms can be found on the Coastal Carolina University IRB webpage at: <https://www.coastal.edu/osprs/irb/>.