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**REVIEW ETHICS BOARD:**

COURSE-BASED RESEARCH

**NOTE:** Course-based research is undergraduate research—done as part of course work—that is OVER SEEN by the instructor, e.g., student-performed observations & surveys, student’s assisting with Instructor’s own research, etc.) (\* If unsure if your course requires approval, consult the REB: **ethicsoffice@algomau.ca**)

**NOTE:** This form does NOT cover student-lead research e.g., honors thesis, research as part of student placements, etc. such as surveys, interviews, assessments, evaluations. \*\* ANY student-lead research involving human participants/informants MUST seek separate REB approval.

**NOTE:** When completing form, if question is **NOT APPLICABLE** enter ‘**N/A’** into appropriate field.

**SECTION A: COURSE INFO & CONTACTS**

**COURSE INSTRUCTOR:**

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| --- | --- |
| Title:        | Name:       |
| Department:       | Institution/Organization:  |
| Phone:        | Institutional E-mail:       |

**COURSE NUMBER, NAME, DEPT. :**

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| --- | --- |
| Course #:        | Course Name:       |
| Term(s):       |
| Department:       |

**SECTION B: COURSE DESCRIPTION:**

**B1.** Give a brief description of the type of research conducted as part of the course. NOTE: depending on the level of engagement with research, students MAY need to complete the TCP On-Line Ethics Tutorial. (\* Attach a copy of the course outlines/syllabus.)

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**B2.** Provide a statement confirming that all research conducted as part of course-work involves **LESS than minimal risk(s)** to ALL participants/informants**.**  *Meaning*, research participants/informants are drawn from the general adult population, capable of giving free and informed consent and NOT include, vulnerable participants (e.g., children, non-competent persons) and/or members of a vulnerable population.

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**B3.** Provide detailed description of what student-researchers will be engaged in. Include:

* 1. Purpose of the project;
	2. Recruitment method for participants/informants;
	3. Procedure for obtaining informed consent;\*
	4. Procedure for dealing with participants/informants withdrawing from the research project;
	5. Feedback/debriefing procedure (if applicable);
	6. Confidentiality/Anonymity & Data safeguards provisions.

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**B4.** Describe the procedures or methodologies that will be utilized for data collection (E.g. action research; interviews, focus groups, questionnaire, etc.)

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**SECTION C. SIGNATURES**

I CERTIFY, that the information provided in this application is complete and correct.

I CERTIFY, that I WILL…

**C1.** …abide by a) Algoma University’s ethical guidelines and policies, b) adhere to *Tri-Council Policy Statement: Ethical Conduct of Research Involving Humans (TCP2),* and c) those of my discipline and/or profession. [ ]

**C2.** …supervise the student investigators; meeting with them to monitor the research progress AND be available to address and help solve, problems, etc. [ ]

**C3.** … report any **Adverse/Unanticipated Events** to the REB Chair/Committee, **as soon as possible** BUT no more than 5 days after the Event. [ ]

**C4.** …have completed the TCP2 Online Core Tutorial prior to the start of the Course **OR** Have completed the TCP tutorial and my certificate is on file with the REB. [ ]

**C5.** …ensure (if applicable) students enrolled in the course will have completed the TCP2 Online Core Tutorial, prior to their beginning research. [ ]

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| --- | --- |
| Course Instructor:        | Date:       |
| Course Instructor:        | Date:       |

Attach copies off all relevant materials, e.g., survey, interview questions, consent forms, recruitment posters, etc. (\*If materials are developed *after* REB approval of course, submit copies once developed).

**NOTE:** In keeping with the ‘Minimal Risk’ status of course-based research, Interview OR Survey questions or methods must not be too intrusive or risk rejection by REB.

\*\* Email digital copy including relevant appendices to: **ethicsoffice@algomau.ca**

**Course-Based Research Approved**

**Approved by (print name): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_**

**Not Approved – Concerns: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Approved – Concerns Addressed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Approved by (print name): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**