**IRB Guidance: Course-Related Research Practica (Non-Research Activities)**

Research involving human subjects, as defined by federal regulations (See “Human Participant Research Activities,” FSH 5200), that is to be conducted by undergraduate and graduate students must be reviewed and approved by the University of Idaho Institutional Review Board (IRB) before it is performed. However, certain course-related activities involving human subjects (or data linked to living individuals) are educational in nature and are not intended to develop or contribute to generalizable knowledge. These activities, or “course-related research practica,” are designed to offer students opportunities to learn various research methodologies through practice. Because such activities, do not meet the definition of “research” that falls within the responsibilities of the IRB, the IRB does not need to be contacted for a determination of “not research” nor does a protocol need to be submitted for review and approval provided the activities fall within the guidance provided below. Any questions should be directed to the Office of Research Assurances for assistance and clarification.

The purpose of this guidance is to clarify the criteria that must be met in order for student course activities to fall within the category of “course-related research practica” and not be, therefore, subject to oversight by the IRB. Should students or faculty wish to use the results of or data collected for a research practicum for research purposes, in addition to the intended educational purpose of the practicum, prior review and approval by the IRB will be required. *Some student activities that involve human subjects (or data linked to living individuals) — including independent undergraduate research projects and honors theses, masters’ theses, and dissertations — are presumed to be research (to contribute to generalizable knowledge) and must follow formal IRB review and approval procedures*.

**Ethical Obligations of Course Instructors and Students**

Even when course activities meet the criteria for course-related research practica, and are not within the jurisdiction of the IRB, course instructors and students remain responsible for ensuring that the ethical principles established by the Belmont Report are followed (See FSH 5200, A-3.). Instructors should provide guidance to students concerning how to collect information from human participants in a manner that minimizes harms (including unintentional harms), especially if students will interact with or collect private information about vulnerable individuals.

*Instructors* are responsible for providing training in: the ethical standards set forth in the Belmont Report; professional ethical standards appropriate to the information collection methodology employed (e.g. Ethical Principles of Psychologists and Code of Conduct, Society of Professional Journalists Code of Ethics, etc.); techniques for preserving the anonymity and privacy of practicum participants as well as the confidentiality of data. Course instructors should provide, or guide their students in providing, participants with a description of the project and an explanation of the manner in which the information collected will be used. Participants should also be provided with contact information for the course instructor.

*Students* are responsible for following the training and guidance provided by their instructors when performing research practica and for supplying information regarding the project and instructor contacting information to participants.

**Criteria for “Course-Related Research Practica (Non-Research)” Determination:**

Student course-related activities do not require IRB review when **all four of the following criteria are met**:

1. the activities are designed to *foster the learning of research techniques and methodologies through practice*; [EDUCATIONAL PURPOSE] **and**
2. the results of the activities, including any data gathered, will not be used or disseminated beyond the classroom environment; [NOT GENERALIZABLE] **and**
3. the participant activities involved:
   1. present *no more than minimal risk to the participants*; **and**

*Minimal risk* means that the probability and magnitude of harm or discomfort anticipated in the activities are not greater in and of themselves than those ordinarily encountered in daily life or during the performance of routine physical or psychological examinations or tests.

* 1. would not, in the event of disclosure of participant identities or responses,

reasonably place the participants at risk of criminal or civil liability or

be damaging to the participants ' financial standing, employability, or reputation; **and** [RISKS: NOT MORE THAN MINIMAL]

1. data collected and/or analyzed are:
   1. publicly available ***or***
   2. anonymous ***or***
   3. maintained in a confidential manner, when participant identities are known to those engaged in the research practicum in question, so that participant identities and responses cannot be readily identified by individuals who are not members of the class [SECURITY/PRIVACY]

**If you are unsure if your course activities meet these criteria, please contact the Office of Research Assurances at (208) 885-6340 or via email at (**[**lmcconnell@uidaho.edu**](mailto:lmcconnell@uidaho.edu) **).**