

Research Ethics Board: Course Review Application (Research based)

This form should be jointly completed by professors who are teaching research methods in their classes and by professors who are having ***students complete a research project involving human subjects***. One copy of this form per course should be submitted to the Departmental REB by July 30 (Fall semester), and November 30 (Winter and Spring semesters). This application is to be reviewed at the Department REB level. This application will need to be reviewed and updated annually by the course instructors, and the Departmental REB will submit a report of all course applications received to the University REB on December 31 for the previous calendar year.

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| **Title of Application** (example: EDUC 505 Introduction to Research: Understanding research) |
| **Course number as given in University Calendar** (example: EDUC 505) |
| **Professors teaching this course. Please list all those who are teaching the course with the same activities.** (example: Leona English, David Young) |
| **Course Description** (please describe the course as per your course syllabus) |
| **Describe the Research Project** (for those professors having all students complete the same or highly similar project, for example as it is described in your course syllabus) |
| **Describe the Research Activities** (for those professors having all students complete the same or similar research method activities, for example practicing interview techniques with peers and making field notes) |
| **Describe how consent will be obtained** (example: oral, written, electronic) |
| **Number and age range of participants in this research course** (example: usual number per section and number of sections) |
| **Confidentiality**   * **How will identity be protected (unless disclosure is permitted)?** (example: Identity will be known to everyone in the classroom. I will state a confidentiality clause in the syllabus and will read it aloud in class.)      * **Any relevant limitations on confidentiality?** (example: under Child and Family Services Act or vulnerable populations) * **How will data be kept secure until destruction?** (example:During the term, students will be told to keep all data on a password-protected computer. At the end of the term, all data will be collected from students and shredded.) |
| **Benefits and Harms** (examples:The benefits are that the students will be stronger researchers and will have tools to do research. A possible harm is that students might find some of the activities challenging or stressful, as in being asked to talk about difficult moments in teaching.) |
| **Deception: Please explain if deception will be used and why.** |

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| **Sample Surveys, sample questionnaires, and sample interview questions, which are provided to the students by the instructor, should be attached in a numbered appendix.**     * **Yes** * **Not applicable because** |

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| **Invitation to Participate should include** |
| |  |  | | --- | --- | | **Item:** | **Information:** | | Identity of Professor(s)/Instructor(s) |  | | Expected nature and duration of participation |  | | Procedures; responsibilities of participants. Please do this in a numbered list |  | | Risks and benefits, both general and particular |  | | Indication that there is no obligation; a student may withdraw at any time without prejudice (it may be that your course requires this) and how you, as professor or instructor will handle this situation |  | | The manner which the participant will be kept informed throughout their participation |  | | Indication of the participant’s right to withdraw data or materials, limitations specified, and the procedure they should follow to do this |  | | What if any commercialization of results and any conflicts of interest that might arise due to the research |  | | Email address and phone number of StFX REB Chair |  | | The notification to the participant to protect their confidentiality, the possible uses of data, any legal duty to disclose |  | | The notification of any compensation specified, including partial compensation and this includes course grades |  | | The notification that consent does not waive rights to legal recourse for harm |  | | The notification that employer access (StFX) to electronic data sent from workplace is possible |  | | The notification and warning about data sent electronically or stored online and the possibility of illegal access. |  | |

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| **How will your participants be debriefed (in cases of deception or less than full disclosure) and/or how will the results of the “research” be disseminated to all participants?** |

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| **Provide details on how participants will be reminded of their access to counselling and other supports both on and off campus (if potential for anxiety or stress) to an arm’s-length facility.** |

**Name of Professor(s)/Instructor(s) or Lead: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Signature of Professor(s)/Instructor(s) or Lead: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date of Submission: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**