

Note 1: If you, a member of your research team or, a collaborator are <u>not</u> observing, interacting with, or intervening with living individuals to gather information that will be used for research, then you are doing research involving secondary use of information/specimens.

Note 2: The project gathers information about people (their behaviors, attitudes, opinions, personal characteristics, demographics, decisions, reactions to stimuli, biological specimens, physical or physiological responses, etc.).

Note 3: Data will involve only factual information (not opinions, attitudes, beliefs, etc.) on products, methods, policies, procedures, or organizations (e.g., interviewing school staff about school policies or factual information).

Note 4: The Colorado Mesa University (CMU) Institutional Review Board (IRB) must review all projects that involve human participants. Student projects conducted within an academic course may be categorized as either a course assignment or disseminated research. Course Assignment/Project includes human participant data collected during or outside of class by students enrolled in an official course, as well as activities for a course that involve persons not part of the course. Course assignments involving research activities are considered educational in nature and not subject to IRB review. This Request for Waiver Form must be submitted to the IRB. Disseminated Research includes human participant data that are formally presented to any audience beyond the course (e.g., poster, oral presentation, written paper, seminar, Show Case etc.). In this case, contact the IRB to complete the appropriate protocol and the project will need to be approved.

Note 5: The results of the project may be shared outside of the classroom (e.g., for publication, presentation at academic conferences, in a thesis/dissertation/graduate creative component, etc.) or departmental/interdepartmental seminars designed to exhibit coursework. A prime example of this would be sharing results, data, etc., at Student Showcase.

Note 6: Outcomes will remain specific to the organization, programs, or services, although other organizations may use the results for their own programs.

Note 7: Published materials will be limited to only documenting or reporting on specific events, situations, policies, institutions or systems without the intent to generalize the outcomes for other organizations, programs, or services.