

Dear Sociology/Anthropology Students:

As you know, most of your projects for senior thesis research can be reviewed by the departmental review committee (DRC). If you are a Special Major in Educational Studies and Sociology/Anthropology, your research project will be reviewed by the departmental review committee in Educational Studies.

This Application comes to us from the Provost's Office and as such is not as appropriate for the social and humanistic sciences as it might be for the natural sciences. That said, we offer you and your advisor some guide lines for completing this application.

Project Description

I.A. Be brief. Describe your project in 3-5 sentences.

I.B. Has anyone else done a study like yours? Cite 2-3 authors that show doing this kind of research does not cause harm.

I.C. If you have already explained your answer in I.A., feel free to copy, cut, and paste.

I.D. Give us a sense of when you plan to begin your project and conclude it, as well as the length of time in a place or interviewing persons.

Description of Data

II.B. We suggest that you do not store data for future use.

II.C. We suggest that you do not collect IP addresses.

II.E. We suggest that you not share your data and that you keep it in a locked room when you are not analyzing it. Further, we suggest that you explain this.

Informed Consent

III. A. Here is an example:

[TITLE OF RESEARCH PROJECT]

Informed Consent

[Researchers: This is an example of an informed consent that could be used when the research participants are provided with written study information but they will not sign the sheet. Researchers provide all of the important information on this sheet and give them a copy.]

You are invited to participate in a research study about... The goal of this research study is to...

This study is being conducted by [names of investigators]... The [name of funding agency, if applicable]... has provided funding for this study.

There are __ qualifications to participate in this study: (1) ____; (2) ____ (and continue as needed).

Participation in this study is voluntary. If you agree to participate in this study, you would be interviewed for about... The interview includes questions about...

Participating in this study may not benefit you directly, but it will help us learn.... You may find answering some of the questions upsetting, but we expect that this would not be different from the kinds of things you discuss with family or friends. You may skip any questions you don't want to answer and you may end the interview at any time.

If you participate in the study, you will receive __ for your time (if applicable).

The information you will share with us if you participate in this study will be kept completely confidential to the full extent of the law. Your information will be assigned a code number that is unique to this study. The list connecting your name to this number will be kept in a locked file [specify where] and only the Study Director and other researchers will be able to see the list or the interview you participated in. No one at (E.G., NAME OF AGENCY) will be able to see your interview or even know whether you participated in this study. When the study is completed and the data have been analyzed, the list linking participant's names to study numbers will be destroyed. Study findings will be presented only in summary form and your name would not be used in any report.

If you have any questions about this study, please contact [names of PIs, phone numbers and email addresses]. If you have questions about your rights as a research participant, please contact

YOU WILL BE GIVEN A COPY OF THIS FORM WHETHER OR NOT YOU AGREE TO PARTICIPATE.

III.C. Make sure that you agree to this and actually DO it: "I will make sure that respondents can stop at any time, that they know their participation is voluntary, that they need not answer questions that they do not want to, and that they can cancel their participation in the research at any time.

Risks and Benefits

IV.A. We suggest that you explain that there are no anticipated benefits to your study other than the completion of the thesis exercise.

IV.B. We suggest that you explain that that you make sure that you limit any undo risks.

IV.C. We suggest that you do everything in your power to protect your data and explain that here.

IV.D. We suggest that you explain that there are neither benefits nor foreseeable risks to your study. If there are, we will likely recommend a full IRB review.