

Note: This is a copy of the faculty assurance form for your review. You will find this form on the IRB Mentor site under the “Assurance Forms” tab at the top and then ‘New Assurance Form’ link. This copy is provided for your review only. You do NOT upload this form. You sign the form via a check box attestation on the Mentor site, confirming your agreement with the requirements.

Faculty Assurance Form: Classroom Research Project Involving Human Subjects

Instructor Name:

Title of the Course:

As an MU instructor, I am familiar with the current Marymount University Institutional Review Board Policies and Procedures Manual, as well as the guidelines for the ethical treatment of human participants associated with my discipline or field of inquiry.

- I will ensure that my students adhere to MU IRB Policies and Procedures and guidelines for the ethical treatment of human participants when completing classroom projects.
- I have completed the appropriate CITI course(s) within the last three years.
- I will ensure that any and all information linking subjects with responses, including consent forms, audio or videotapes arising out of classroom projects, will be destroyed upon completion of the course.
- I will review each student project before initiation and confirm that adequate safeguards to protect the welfare and privacy of the participants are in place.
- I am directly responsible for overseeing data collection activities.
- I will ensure that all students participating in this project have completed the CITI Basic Student Research course.
- I will exclude questions or interview procedures where the risk level to the subject is more than minimal (more than would be encountered in routine daily activities)
- I will exclude vulnerable populations (prisoners, pregnant women, children, individuals with decreased capacity to provide informed consent).
- I will exclude international sites.
- I will exclude sensitive personal data inquiries. Information that may cause harm, legal jeopardy, or reputational damage to the subject if disclosed (health, grades, mental status, sexual preferences, substance abuse, personal finances, genetic information, etc)
- I will monitor human participant involvement during classroom projects and assure that participants are fully protected.
- I will mentor students on how to present their classroom projects in ways that respect the privacy of human participants involved in the project.

- I assume responsibility for ensuring that all student projects under my supervision that are beyond the scope of classroom projects and meet the definition of student research are appropriately submitted to the IRB for review.
- I acknowledge that failure to meet these responsibilities may subject me to a charge of misconduct.