Institutional Review Board Application

Ashoka University values research that is conducted with high standards of scholarship and ethics. The Institutional Review Board (IRB) ensures that the University is meeting its obligations as a responsible institution. All members of the University must take their responsibilities and obligations seriously to ensure that their research on human subjects is conducted according to the established principles and good practice in their fields and in accordance, where appropriate, with legal requirements.

Please proceed to next screen to file your application.

Approval process

In accordance to the "Proposed Revisions to the Common Rule" by the National Research Council of the National Academies, you are automatically granted approval to conduct this research if you do not hear from any member of the IRB seven days from the date of submitting this application. During these seven days, you may not start your research.

Levels of IRB Review

1. Nonhuman research - Research activities which the investigator is not obtaining data through interaction or intervention with living subjects or is not obtaining identifiable private information
2. Excused from IRB review - Research activities involving interaction or intervention with human subjects, or use of data with private information
3. Expedited IRB review - Research activities where the procedures and/or characteristics of the subject population require consideration of human subjects protections beyond those normally applied in the Excused category to ensure that any harm or discomfort created solely by the research procedures is not greater than minimal risk.
4. Full IRB review - Research activities where, based on scientific or professional knowledge, there is a significant probability that participants will experience a magnitude of risk that is greater than minimal and that cannot be adequately reduced through risk-minimizing procedures.

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Key definitions used throughout the application
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"Human subjects research" is the systematic investigation designed to develop or contribute to generalizable knowledge by obtaining data about a living individual directly through interaction or intervention or by obtaining identifiable private information about an individual.

"Minimal risk" means that the probability and magniture of harm or discomfort anticipated in the research are not greater in and of themselves than those ordinarily encountered in daily life or during the performance of routine physical or psychological examination or tests.

"Informational risk" is the potential for harm from disclosure of information about an identified individual. All research on human subjects contains some element of informational risk.

Section A: Basic assessment

This section determines whether your study raises more complex issues which require a full IRB review.

1. **Are research participants in vulnerable status (e.g., prisoners, mentally disabled, suffer from clinical disorders, etc.)?**
   Mark only one oval.

   - Yes
   - No
   - Maybe

2. **Do you foresee any physical harm (psychologically or physically) to the participant(s)?**
   Mark only one oval.

   - Yes
   - No
   - Maybe

3. **Does the nature of your data pose no more than minimal informational risk?**
   Mark only one oval.

   - Yes
   - No
   - Maybe

4. **Are research participants at or above the legal age of consent?**
   Mark only one oval.

   - Yes
   - No
   - Maybe

5. **By taking part in the research, will participants be at risk of criminal prosecution (e.g. by providing information on drug abuse or child abuse)?**
   Mark only one oval.

   - Yes
   - No
   - Maybe

6. **Does the research involve the deception of participants? "Deception" is defined here as giving false information.**
   Mark only one oval.

   - Yes
   - No
   - Maybe

7. **Are there any conflicts of interest between the researcher and the participant?**
   Mark only one oval.

   - Yes
   - No
   - Maybe

8. **Will the participant be exposed to more than the minimum usual risk?**
   Mark only one oval.

   - Yes
   - No
   - Maybe

SECTION B: Details of investigator(s)

9. **Name of Principal Investigator / supervisor (if student research):**

10. **Name(s) of student(s) involved:**

11. **Degree programme (if student research), e.g., BA, BSc, YIF, MLS:**

12. **Departmental affiliation(s) of Primary Investigator:**

13. **University email address and phone contact of Primary Investigator:**

14. **Name and status of other investigators, including student investigators and professional collaborators:**

15. **Title of research project:**

16. **List of locations(s) where project will be conducted:**

17. **Anticipated start date of the project**

    Example: December 15, 2012

18. **Anticipated end date of the project**

    Example: December 15, 2012

Section C: Project description

When describing the research, include sufficient details so that IRB can access the ethical issues involved in your research. Details such as method of recruitment, method of obtaining consent, inclusion/exclusion criteria, any experimental manipulations, sample qualitative questions that may ask, samples of questionnaires will be useful.

19. **Description of research methodology:**

20. **What are the ethical issues connected with your research and what steps have you taken to address them?**

21. **Will you obtain informed consent before participation?**

    Mark only one oval.

    - ◯ Yes
    - ◯ No

22. **If you answered "no" to the question about inform consent, briefly explain why:**

23. **How will you ensure that any personal information in your data will not be leaked into the public domain, or to other people not authorized to have access to your data?**

SECTION D: Declarations

1. I understand my responsibilities as principal researcher.
2. I declare that the answers above accurately describe the research as presently designed and that a revised checklist will 3. be submitted should the research methodology change in significant way.
4. If student investigators are involved, I understand that it is my responsibility to train them so that they meet the ethical standards in my field.
5. I understand that I will not begin the research during the next seven days. If I do not hear from the IRB, I am granted automatic approval to begin my research.
6. I understand that if my protocols deviate in major ways from the methodology reported above, I will file a new IRB application.

24. **Type your full name below if you agree with the above declarations.**

Thank you for completing your application.

If you do not hear from us in the next seven days, you may continue with the research.