

I Am a Student, Which Form Do I Use?

There are two study application forms to select from when submitting your study to the ULV IRB. The first is the New ULV IRB application, which faculty, administration, and staff will use, along with select student projects. The other form, the Mentor Approved Application, is for specific types of student research. To ascertain which form to complete in IRBManager, read the following criteria to select the correct document.

If the student(s) are:

- 1) Completing the ULV IRB forms (application, human subjects training, etc.) in the classroom as a course assignment, then the instructor and the student do not need to submit anything to the ULV IRB. Paper copies that can be used in the classroom are available on the [ULV IRB website](#).
- 2) Completing a class/course project involving human subjects research ***only*** intended for the classroom (e.g. will not be presented at a conference or published), then submit the Mentor Approved application form with proof of completion of human subject's protections (NIH or CITI training certificate) training, along with mentor approval.
- 3) Completing a master's thesis/doctoral dissertation, then submit the Initial ULV IRB application with proof of completion of human subject's protections (NIH or CITI training certificate) training, and along with mentor/advisor or dissertation chair approval.
- 4) Completing an undergraduate senior thesis/research project or graduate capstone that involves human subjects that is NO to LOW risk and is ***only*** intended for the classroom (e.g. will not be presented at a conference or published), then submit the Mentor Approved application with proof of completion of human subject's protections (NIH or CITI training certificate) training, and along with mentor approval (same as #2).
- 5) Completing an undergraduate senior thesis/research project or graduate capstone that involves human subjects and the student plans to ***present at a conference, has plans to publish, and/or the study involves more than MINIMAL risk*** (interventions, research involving vulnerable populations, etc...), then the student will need to submit a new Initial ULV IRB application with proof of completion of human subject's protections (NIH or CITI training certificate) training, along with mentor/advisor or dissertation chair approval.