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| Study ID |       | PI |       |

To be classified as exempt, the research (1) must involve only procedures or be a type of research study listed in one or more of the exempt categories, (2) cannot involve any of the exceptions for the exempt categories for research that involves children, (3) cannot involve prisoners as research subjects; and (4) cannot be greater than minimal risk.

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| **Common Rule Requirements** |
| 1. **Is this project conducted, supported, or required to comply with Revised Common Rule (2018 Requirements)?**

[ ]  No 🡪 Continue[ ]  Yes 🡪 *Do NOT use this form; use the HRP-312 - Worksheet – Exemption Determination Revised Common Rule.* |
| **Minimal Risk** |
| **(2)** | **By checking the box, I confirm that the project involves minimal risk.**  |
| [ ]  | The project involves minimal risk. “Minimal Risk means that the probability and magnitude 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 examinations or tests.” 45 CFR 46.102(i), 21 CFR 50.3(k). *a*  |
|  | Comments:       |
| *a For research that is funded by the Department of Defense, see DoD Instruction 3216.02, Enclosure 3, Item 6(a) for interpretation of minimal risk definition.* |
| ***If the research is more than minimal risk, the project is not eligible for exempt review.*** |
| **Exempt Review Category(ies)** |

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| **(3) Select the appropriate exempt review category(ies) below to confirm that the research involves only procedures listed in one or more of the exempt review categories and explain why it meets that category(ies).** |
| [ ]  1 | Research conducted in established or commonly accepted educational settings, involving normal educational practices, such as (i) research on regular and special education instructional strategies, or (ii) research on the effectiveness of or the comparison among instructional techniques, curricula, or classroom management methods. |
| Explanation |       |
| [ ]  2 | Research involving the use of educational tests (cognitive, diagnostic, aptitude, achievement), survey procedures, interview procedures or observation of public behavior, unless: (i) information obtained is recorded in such a manner that human subjects can be identified, directly or through identifiers linked to the subjects; and (ii) any disclosure of the human subjects' responses outside the research could reasonably place the subjects at risk of criminal or civil liability or be damaging to the subjects' financial standing, employability, or reputation.* Study cannot involve children in survey procedures, interview procedures, or observation of public behavior where investigator will participate in activities being observed.
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| Explanation |       |
| [ ]  3 | Research involving the use of educational tests (cognitive, diagnostic, aptitude, achievement), survey procedures, interview procedures, or observation of public behavior that is not exempt under paragraph (b)(2) of this section, if: (i) the human subjects are elected or appointed public officials or candidates for public office; or (ii) federal statute(s) require(s) without exception that the confidentiality of the personally identifiable information will be maintained throughout the research and thereafter. |
| Explanation |       |
| [ ]  4 | Research involving the collection or study of existing data, documents, records, pathological specimens, or diagnostic specimens, if these sources are publicly available or if the information is recorded by the investigator in such a manner that subjects cannot be identified, directly or through identifiers linked to the subjects. |
| Explanation |       |
| [ ]  5 | Research and demonstration projects which are conducted by or subject to the approval of department or agency heads, and which are designed to study, evaluate, or otherwise examine: (i) Public benefit or service programs; (ii) procedures for obtaining benefits or services under those programs; (iii) possible changes in or alternatives to those programs or procedures; or (iv) possible changes in methods or levels of payment for benefits or services under those programs.* Must be conducted pursuant to specific federal statutory authority:
* Must be no statutory requirement that the project be reviewed by an IRB:
* Must not involve significant physical invasions or intrusions upon the privacy of participants:
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| Explanation |       |
| [ ]  6 | Taste and food quality evaluation and consumer acceptance studies, (i) if wholesome foods without additives are consumed or (ii) if a food is consumed that contains a food ingredient at or below the level and for a use found to be safe, or agricultural chemical or environmental contaminant at or below the level found to be safe, by the Food and Drug Administration or approved by the Environmental Protection Agency or the Food Safety and Inspection Service of the U.S. Department of Agriculture. |
| Explanation |       |

[ ]  Research is Eligible for exempt review

[ ]  Research is NOT Eligible for exempt review; proceed with review by the IRB.

Comments:

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| Determination made by: |
| Name: |       | Date: |       |  |
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