



RESEARCH PROJECTS & CLASS ASSIGNMENTS GUIDELINES

Instructors are required to ensure that students meet all Bentley Institutional Review Board (IRB) requirements for any class assignments that involve human subjects, even when the results are not intended for formal publication. If an entire class will be involved in research activities that can be described under a cohesive set of objectives, a single Research Review Form and Faculty Sponsor and Student Investigator Assurance Form for the course project may be submitted to the IR.B. Though individual students may conduct the research, the faculty member is the responsible Project Investigator for IRB purposes, and the faculty member is ultimately responsible for the conduct of the research and the protection of the subjects.

When designing a project, students should be instructed on the ethical conduct of research and on the role of Institutional Review Boards. In particular, instructors and students should:

- complete the Collaborative Institutional Training Initiative (CITI) Program online training course on human subjects research protection.
- discuss the ethical issues in research involving human subjects;
- be familiar with the elements of informed consent and develop appropriate consent documents;
- plan appropriate recruitment strategies for identifying subjects;
- identify and minimize potential risks to subjects;
- assess the risk-benefit ratio for the project; and
- establish and maintain strict guidelines for protecting confidentiality.

If there are any questions, please contact:

Susan Richman
IRB Chair
Director, Sponsored Programs
AAC 160B
781-891-2660
GA_IRB@bentley.edu