

# York County Science and Engineering Fair

## IRB Guidelines

IRB approval is required for projects involving humans. This includes students who are doing projects with a survey. Students **MUST** complete their paperwork and receive approval ***PRIOR*** to starting their work. IRB approval is done at the school level. Your IRB committee should include a science teacher, principal, and health official (usually the nurse). Each school can determine their own procedure for approving IRB projects. Students will keep the original copy of their forms and bring them to Fair Setup.

### Notes:

- Project forms should be typed
- Studies where the student builds something and tests it on themselves only are exempt.
- Studies where the student reviews statistics from preexisting data sets are exempt.
- Studies of behavioral observation in unrestricted public locations are exempt.
- Informed Consents (when needed) should be kept under lock and key and not shared with anyone. An example copy with redactions can be made available.

### Procedure for IRB Approval

1. Student completes the forms located at <https://student.societyforscience.org/forms>
2. Forms should be typed. At a minimum students must complete
  - a. Form 1 – Identifies the Adult Sponsor who might be the teacher
  - b. Form 1A – This is the Student Information page. Note that the abstract will be attached after the experimentation
  - c. Research Plan – This must be submitted for approval. The guidelines for the research plan are on Form 1A but includes
    - Rationale
    - Hypothesis, Research Question
    - Research Methods - Procedures, Risk and Safety assessed, Data Analysis to be used
    - Bibliography with 5 major references
  - d. Form 1B – This must be signed by the Student and Parent; SRC Chair will sign when approved.
  - e. Form 4 – Human Participants
3. Forms get submitted at the school level and signed by local officials.
4. Forms should be submitted at project set up with appropriate signatures.