



eCYBERMISSION Survey Approval Form**

eCYBERMISSION team name:

Team Advisor name:

Team Advisor email:

Team Advisor phone:

Student usernames:

School name:

School address:

Describe the survey your team will conduct:

Describe the participants you plan to distribute your survey to:

Project approved by school administration?

Yes

No

Approved by:

Title:

Date approved:

Signature, School Administrator:

*Please have form completed, signed and dated BEFORE surveys are administered.

**As of August 2017, an IRB approval form (below) must be completed for all surveys as well as the information requested above.



THE INSTITUTIONAL REVIEW BOARD (IRB) for eCYBERMISSION Projects

An Institutional Review Board (IRB) is a committee that, according to federal law, must evaluate the potential physical or psychological risk of research involving **human** and animal (vertebrates*) subjects. All proposed human and animal research must be reviewed and approved by an IRB **BEFORE** experimentation begins. This includes any surveys or questionnaires to be used in a project. ***NOTE-** Vertebrate animals, as covered by these rules, are defined as live, nonhuman vertebrate mammalian embryos or fetuses, tadpoles, bird and reptile eggs within three days (72 hours) of hatching, and all other nonhuman vertebrates (including fish) at hatching or birth.

Animal studies must conform to the International Science Animal Experimentation rules. For information on the rules and the forms go to the [Society for Science website](#).

An IRB at the school must consist of a minimum of three members. Additional members are recommended to avoid conflict of interest. The IRB must include:

- a) The school science fair coordinator or school science teacher (**May NOT be the students' team advisor!**)
- b) The school principal or administrator **and**
- c) One of the following: a psychologist, psychiatrist, medical doctor, or medical professional (this can be the school or district licensed nurse).

Each school site must establish an IRB to handle human and animal related eCYBERMISSION projects. This will eliminate the need for approval of these studies from anyone other than your school.

Two basic questions need to be asked:

1. Are **humans** involved in the study?
 - a. If Yes, and the human(s) *could* be harmed in any way, then the team advisor needs to ask the student to have a **medical doctor** or **physician's assistant** provide written certification that he/she has reviewed safe practices with the student researcher **prior** conducting the research and submit the certification to the IRB along with the IRB Approval form. Make sure the student understands that he/she cannot begin work on the project until IRB approval is obtained. BOTH documents, the medical professional's written certification and the IRB approval form must be included with the mission folder.
 - b. If Yes, and it is obvious that the human(s) *will not* be harmed in any way, then the Team Advisor needs to ask the student to submit an IRB Approval form to the IRB. Make sure the student understands that he/she cannot begin work on the project until after IRB approval is obtained and all three signatures have been collected.
2. Are animals involved?
 - a. If Yes, and the animal(s) *could* be harmed in any way, then the Team Advisor needs to ask the student to have a **veterinarian** review safe practices with the student researcher and check the condition of the animal(s) **prior** to and **after** conducting the research. Ask the student to submit the certification of both to the IRB along with the IRB Approval form. Make sure the student understands that he/she cannot begin work on the project until IRB approval is obtained.
 - b. If Yes, and it is obvious that the animal(s) *will not* be harmed in any way, then the Team Advisor needs to ask the student to submit an IRB Approval form to the IRB. Make sure the student understands that he/she cannot begin work on the project until IRB approval is obtained.

All eCYBERMISSION projects involving animals or humans require approval by the school IRB prior to the start of any experimentation and the Team Advisor must retain the original form.

Projects must have a copy of the IRB and supporting documentation (if needed) attached (uploaded) to the Mission Folder before testing begins.



INSTITUTIONAL REVIEW BOARD

APPROVAL FORM

Student(s) User Name(s): _____

Grade: _____ Team Advisor: _____

Team Name: _____

Brief Description of Project:

Team Advisor: Please sign here if the project proposed is a viable eCYBERMISSION Project in which neither animals nor humans will be harmed.

Team Advisor Approval Signature: _____ **Date:** _____

IRB Waiver of Written Informed Consent for Human or Animal Participation

The IRB may waive the requirement for documentation of written informed consent/assent/parental permission if the research involves **only minimal risk and anonymous data collection and if it is one of the following:** (NOTE: This statement only applies to providing the written certification mentioned in 1a or 2a above).

- Research involving normal educational practices.
- Research on individual or group behavior or characteristics of individuals where the researcher does not manipulate the subjects' behavior and the study does not involve more than minimal risk.
- Surveys, questionnaires, or activities that are determined by the IRB to involve perception, cognition, or game theory and do NOT involve gathering personal information, invasion of privacy or potential for emotional distress.
- Studies involving physical activity where the IRB determines that no more than minimal risk (Daily Activity) exists and where the probability and magnitude of harm or discomfort anticipated in the research are not greater than those ordinarily encountered in DAILY LIFE or during performance of routine physical activities.

If there is any uncertainty regarding the appropriateness of waiving written informed consent/assent/parental permission, it is strongly recommended that documentation of written informed consent/assent/parental permission be obtained.



HUMAN or ANIMAL SUBJECTS		
Permission Slips needed? (see above to determine) (Scan and attach slips to Mission Folder)	Yes	No
Check-up of Human or Animal Subjects required by Doctor, school nurse or Veterinarian? (see above to determine)	Yes	No
If yes, Doctor's, Nurse's or Veterinarian's (before and after experimentation) current evaluation report must be attached to Mission Folder.		

APPROVALS –

Principal / Administrator Signature

Date Reviewed

Doctor or Medical Professional Signature

Date Reviewed

Science Fair Coordinator or other Science Teacher Signature

Date Reviewed