**University of Vermont**

**Exemption Category 1 – Educational Research**

This exemption covers research conducted in established educational settings and involving normal educational practices, so long as the research is not likely to adversely affect students’ opportunity to learn required content or the assessment of educators who provide instruction. This includes most research on regular and special education instructional strategies, and research on the effectiveness of or the comparison among instructional techniques, curricula, or classroom management methods. Sec.\_\_.104(d)(1)

**Protocol/Project Title** Click or tap here to enter text.

**Principal Investigator Name** Click or tap here to enter text.

1. **Is the research conducted in an established or commonly accepted educational setting?**

In addition to schools and colleges, an educational setting could be any place where educational activities regularly take place, including an after-school program, work place, library, or a museum.

**No** – [This project does not qualify for Exemption 1.]

**Yes - (continue to 1a)**

**1.a. Identify the educational setting**. Click or tap here to enter text.

1. **Does the research involve normal educational practices ONLY?**

The research must focus on normal educational practices. Examples of normal educational practices include:

* research on regular and special educational instruction strategies
* research on the effectiveness of or the comparison among accepted instructional techniques, curricula, or classroom management methods
* May include the use of technology, such as an online course or use of computer software

Research that collects information about personal characteristics, beyond basic demographics, of students, families or teachers, such as mental health, personal beliefs or opinions beyond those associated with the curriculum or learning, is not exempt under this category.

**Yes, the research involves ONLY normal educational practices** (continue to 3)

**No** [The project does not qualify for Exemption 1.]

**Is the research likely to adversely affect students’ opportunity to learn required educational content?** The research should not take time or attention away from normal instruction in a way that might negatively impact student achievement (e.g. negative impact on student standardized test scores or time away from required curriculum).

**Yes, the research is likely to adversely affect student learning.** [The project does not qualify for exemption 1.]

**No** (no adverse impact – continue to 4)

1. **Is the research likely to adversely affect the assessment of educators who provide instruction?** Research designed to evaluate the practice of individual teachers or that takes time away from normal instruction (as described above) could adversely impact the assessment of educators.

**Yes, the research is likely to adversely affect the assessment of instructors.** [The project does not qualify for exemption 1.]

**No** (no adverse impact – continue to 5)

1. **Does the research require access to student education records?** Education records include any records held by the educational institution that contain personally identifiable information about students, including records related to an individual student’s performance, such as written or electronic records typically found in transcripts (grades/courses/GPA/test scores), student work products such as tests, homework assignments and interactions with online student learning systems.

**No** (continue to 6)

**Yes** (read note below)

Note: Education records of students in most K-12 and colleges/universities are subject to regulations under the [Family Educational Rights and Privacy Act](https://www2.ed.gov/policy/gen/guid/fpco/ferpa/index.html) (FERPA). FERPA protects the privacy of student education records and applies to all schools that receive U.S. Department of Education funds. FERPA applies when student educational records are used for research and requires a signed permission when IDENTIFIABLE information from student records is released to anyone who did NOT already have legitimate access. The University of Vermont (UVM) as well as all other colleges and k-12 schools in Vermont are subject to FERPA. UVM’s policy can be found at this link <https://www.uvm.edu/policies/student/ferpa.pdf>.

1. **Provide a brief summary of your research (include description of subject population, process for recruitment, study procedures, location of research). If relevant to your project, describe how the research contributes to the required curriculum. Provide letter(s) of support or permission letter(s) from other institutions.**

Click or tap here to enter text.

1. **Describe consent process.**

Click or tap here to enter text.

1. **Will subjects receive payment or other incentives for their participation in the study?**

**No** (continue to 10)

**Yes** (continue to 9.1)

**9.1 Estimate the maximum total payment and specify funding source.**

Click or tap here to enter text.

**9.2 Please indicate what information you will be collecting from subjects (e.g. social security number, address) to allow payment for their participation.** Click or tap here to enter text.

1. **Upload documents (e.g. survey, information sheet, interview questions, institutional support letters or Data Use Agreement if sharing data beyond the institution).**