**Delft University of Technology**

**REGISTRATION FORM FOR HUMAN RESEARCH BY STUDENTS AS PART OF REGULAR COURSES   
(Version: April 2019)**

*This form should be completed for every course/module that includes research by students involving human subjects. The purpose is to check that students are referred to the existing guidelines, formal registration (as also required by law) and checks and balances in the event of accidents.*

*Please check* [*www.HREC.TUDelft*](http://www.HREC.TUDelft) *for more information, the latest version of this checklist and the procedure for submission. After submission we will do a basic check and ensure registration.  
  
For questions, contact* [*HREC@TUDelft.nl*](mailto:HREC@TUDelft.nl)

1. **Basic Data**

|  |  |
| --- | --- |
| **Course Code and course title** |  |
| **Name of the responsible teacher** |  |
| **Teaching Period** |  |
| **Link to Course Base** |  |
| **Estimated number of students involved** |  |
| **Faculty/Dept.** |  |

1. **A) Summary Research by students**

*Please very briefly summarise the type of human research students will conduct as part of the course. Think about (online) questionnaires, interviews, workshops, product/software testing, simulators etc.*

**B) Risk assessment***Please indicate if you expect that any of the research conducted by students could be considered as extensive risk.* [[1]](#footnote-1)

* *No (this is our default)*
* *Yes (see question 2 below, full application required)*

1. **Checklist**

| **Question** | | **Yes** | **No** |
| --- | --- | --- | --- |
| 1. Information to students   Were the students informed about/ referred to the guidelines for human research, including the GDPR (Informed Consent, anonymization, ‘privacy by design principle’, safe storage)?   *Note:* See also the [HREC-website](https://www.tudelft.nl/over-tu-delft/strategie/strategiedocumenten-tu-delft/integriteitsbeleid/human-research-ethics/gdpr/) about the GDPR. | |  |  |
| 1. Minimal Risk  Do the students know that their research (experiment) has to be minimal risk (as our standard)?   *Note:*   * See the HREC-website or [this](https://www.youtube.com/watch?time_continue=178&v=fXuW1MdsqiM) video to see whether the experimenst are indeed minimal risk; * When the research is ‘*extensive risk’*, the responsible teacher has to submit a detailed application for approval by HREC including a motivation why the research cannot be minimal risk. Note that the decision making process will take about one month. | |  |  |
| 1. Devices  * If devices are used for the experiments: are they CE certified? * If devices are not CE-certified, was their use approved by a [safety expert](https://intranet.tudelft.nl/human-resources/themas/gezondheid-en-welzijn/arbodienst/hse-adviseur/) at TU Delft?   *Note:* If no devices are used, just leave this question open. |  | |  |
|  | |  |

**Signature by the responsible teacher**

(Please upload this form as PDF)

1. *Extensive risk means:*

   * *Collection or use of confidential/sensitive data (for a definition, see this* [*page*](https://www.tudelft.nl/en/about-tu-delft/strategy/strategy-documents-tu-delft/integrity-policy/human-research-ethics/gdpr/)*)*
   * *Experiments which may have a negative impact on the wellbeing of participants (pain, psychological stress or anxiety)*
   * *Involvement of children or vulnerable people*
   * *Dangerous situations*
   * *Use of deception*

   . [↑](#footnote-ref-1)