

THE LEARNING CENTER FOR THE DEAF

RESEARCH REQUEST

Recognizing the value of research for the education of Deaf and hard-of-hearing students, this form will assist The Learning Center for the Deaf (TLC) in reviewing research requests. Researchers are asked to complete this form and furnish other information requested as promptly as possible to allow the school to make an informed and timely decision. If more space is required, please attach pages with reference to item number.

A. Source of Request

1. Principal investigator(s): _____

2. Project title: _____

3. Person making request: _____

Position (if student, so indicate): _____

Address: _____

Telephone: _____

4. This project is: (check and complete all that apply)

a) _____ faculty/staff research sponsored at _____
(Institution/Agency)

b) research conducted in partial fulfillment of requirements
for a course or degree.

Department: _____

Institution: _____

Candidate for following degree: _____

Name of research advisor/supervisor: _____

Title or position: _____

c) _____ other (please describe): _____

5. Support for project: (check one)

_____ supported primarily by institution or agency making request.

_____ personal funds of the investigator(s).

_____ grant or contract from another agency.

Name of agency: _____

_____ has been/will be submitted to another agency for review and possible funding.

Name of agency: _____

B. General Project Description:

6. Purpose(s) of the research: _____

7. Outline of procedures (number of schools, total population to be involved, treatment, data to be gathered, etc.):

C. Involvement:

8. Date the investigator plans to initiate project at TLC: _____

9. Description of students/subjects from TLC, (e.g., number, ages, academic level, etc.):

10. Description of information required from school records or personnel, if applicable:

11a. Description of specific procedures actively involving students, graduates, parents, or staff of TLC. (If tests, questionnaires, interview protocol, etc are to be used, please furnish copies.):

11b. Description of equipment and/or facilities requested from TLC:

12. Estimate of total time requirement for each subject:

13. Estimate of total time requirement for all TLC staff:

D. Benefits and Risks:

14. Indicate benefits of this research for: a) students, staff, and/or parents of TLC and; b) the Deaf and hard-of-hearing population in general:

15. What risks, if any, would the research involve for participants from TLC? If risks are present, indicate the justification for the procedures and steps to be taken to minimize risk:

16. Are funds available to compensate TLC for time of school personnel?

_____Yes

_____No

17. Does the sponsoring institution have an Institutional Review Board (IRB) for the protection of human subjects which complies with Federal regulation?

_____Yes

_____No

If yes, check one:

_____ This project has been approved by the IRB (attach copy of IRB's decision and any conditions; also attach copy of approved informed consent from, if applicable).

_____ Plans are to submit this project to the IRB before initiating the project in TLC. TLC will be furnished with evidence of approval before the research is initiated.

E. Agreement:

In the event the project is approved for conduct in TLC, the investigator(s) agree to the following conditions:

1. To adhere to the purpose and procedures of the project as approved by the school.
2. To restrict the use of data gathered at TLC to this project unless otherwise specified.
3. To furnish TLC with progress reports upon request.

4. To provide TLC with one copy of all publications, including dissertations, reports, articles and papers, describing the completed report.
5. To provide feedback to TLC staff as appropriate, through presentations, workshops, etc.
6. To acknowledge the cooperation of TLC in any published report of the project.
7. To give permission for TLC to cite the ongoing or completed project in its own publications, with credit to the investigator(s).
8. To comply with all Federal and Massachusetts Special Education regulations concerning confidentiality.
9. To comply with Federal regulations for the protection of human subjects.
10. To report only data which cannot be traced directly or by inference to a specific student, family members of the student or former school attended.
11. If student identification by name, social security number, or any other means is necessary for bringing data together on a specific student, to remove this identification as soon as the data have been assembled, and under no condition permit this identification to be shared with other parties.

Copies of the following should also be forwarded to TLC:

- a one page abstract of the proposed project.
- a more detailed description of the project, where available.
- copies of tests, questionnaires, interview protocols, etc., to be used.
- if applicable, IRB approval and approved informed consent form.
- the vitae of the principal investigator(s).

Investigator(s) signatures

If student research, signature of research advisor/supervisor

Date

(For TLC use)

Comments:

Michael J. Bello, Executive Director

Date

Please mail to:
The Learning Center for the Deaf
ATTN: Lynn Marshall
848 Central Street
Framingham, MA 01701