

FAQS

Q. How long does the application process take?

A. That depends... If it is a new application and you complete Form 1, it will be sent to a review team. If the review team deems your study to be minimal risk (as defined by the TCPS2, 2010), you can expect a reply within 4 weeks. Along with the reply you will receive suggestions for improvement, revisions, or, in rare cases, a recommendation for rejection. If the review team deems your study to be above minimal risk, or if the team requests it, your study will come before a whole board for review. Full-board reviews occur during regularly scheduled board meetings, and you may be asked to attend.

If you have already received approval from another institution, you can expect a reply within one to two weeks.

See process flow for more information on how applications are handled.

Q. My students conduct research in the classroom. Do I need REB approval?

A. See “[Course based research document](#)”.

An informational package is available for in-class research. There are instances of when and why you would need or not need approval. If you have further questions contact REB@nait.ca.

Q. I have not figured out exactly what I want to research, nor do I have funding. Do I need to apply?

A. You will need ethics approval for all research that involves human participants that is:

- conducted at NAIT
- conducted by NAIT employees or students AND/OR
- conducted on NAIT employees or students

We suggest that you take the time to think about your research, design the methodology and discuss with your applied research chair prior to submission. You can use the proposal to help guide your thinking. A complete application is much easier to assess than one that comes in installments. The NAIT REB will focus on the research from the participants’ perspectives; we may not be helpful in research design and methodology.

Q. I am an instructor and would like to conduct research on my students, are there any restrictions on how the study must be conducted?

A. Since the researcher is in a position of power over the participants, NAIT REB discourages non-class related research using students as participants, except when there is sufficient justification given for testing one’s own students, in which case the research should follow the guidelines below;

1. Someone other than the instructor of the class should do the testing (i.e. someone who is not in a position of power over the students)
2. The instructor should not be present in the classroom at any time during the conduct of the study

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3. The instructor should not do the solicitation of student participation
4. The instructor should be blind with respect to who participants and who does not participate. If necessary, participants could be identified after all marks have been allocated.
5. Normal consent and debriefing should be followed.
6. The other researcher should inform students in the class that
 - a. the instructor/researcher will be blind with respect to student participation
 - b. their participation is completely voluntary and will have no bearing on student marks in the course, and
 - c. they are free to leave without penalty if they do not wish to participate.

NAIT REB does not have purview over in-class testing of class related topics.

Q. How long are certificates valid?

A. NAIT REB certificates are valid for one year from the issue date.

If you require a renewal or extension please re-submit your approved application and request and extension.

Q. I am really interested in learning more about Research ethics, where can I find out more?

A. You can find information in several locations. NAIT REB follows the TCPS2 guidelines, and the Alberta Freedom of Information And Privacy Act. The TCPS2 CORE tutorial (required for at least one member of each research application) will provide further training.

Q. I am interested in joining the research ethics board?

A. First, that is great! We encourage your interest. If you are an employee of NAIT and would like to join the NAIT REB please contact REB@nait.ca. We will add your name to the list of volunteers and will select from the list twice a year.

If you are an interested community member (i.e. not affiliated with NAIT) we would love to have you join as we currently have a vacancy. Please contact REB@nait.ca

Q. How do I report an adverse event?

Researchers are obligated to report to the Chair of the REB any occurrences of an adverse event associated with a project that has ethics certification. The requirement is in adherence with the TCPS2. The adverse event should be reported as soon as possible but not later than one business day following the event.

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Q. I have an REB question – whom do I contact?

For all REB questions, please contact Melissa Dobson (mdobson@nait.ca) or REB@nait.ca.