

## **Policies for Outside Research Requests**

*Approved September 10<sup>th</sup>, 2007*

1. Outside research requests will be defined as any requests to use students enrolled in psychology classes at Texas State that are made by researchers not associated with the psychology department.
2. In general, all requests covered by the above point will be denied unless the following conditions are met:
  - a. The researcher making the request must have obtained IRB approval from their home institution's IRB and must be able to furnish proof of this approval to the chair of the human participants committee. This must be completed before any submission is made to the Texas State IRB.
  - b. The researcher making the request must have obtained IRB approval from the Texas State IRB and must be able to furnish proof of this approval to the chair of the human participants committee.
  - c. The researcher making the request must obtain approval from the chair of the human participants committee to post a message asking for participants.
  - d. Any requests for participants must be posted in an approved location within the psychology building. All other postings throughout the building will be removed and discarded.
3. The psychology department will not make available or utilize mass mailing methods for soliciting participants just because they are classified as psychology majors. It will be at the faculty member's discretion whether or not to offer approved assignments to their own classes for extra credit purposes.
4. The chair of the human participants committee is the sole individual who can approve exceptions to the above guidelines. Exceptions will be rare and will be evaluated on a case-by-case basis.
5. In cases where the interpretation of these guidelines is ambiguous, the human participants committee will meet to discuss the case to decide how to move forward.