# Course-Based Research Activities – Guidelines

1. As per the [TCPS2 (2018) Article 6.12](https://ethics.gc.ca/eng/tcps2-eptc2_2018_chapter6-chapitre6.html), ethics reviews of course-based research may be delegated to non-REB members such as Course Instructors, Department Chairs, and/or Associate Deans.
2. Students’ course-based research applications must be reviewed by the [Course Instructor](https://lethbridgecollege.ca/departments/centre-for-applied-research-and-innovation/research-ethics) and/or Department Chair/Associate Dean.
3. Delegated reviewers (Course Instructor, Department Chair, or Associate Dean) who are non-REB members must have experience, expertise, and knowledge comparable to what is expected of an REB member. This includes completing the TCPS2: CORE-2022 tutorial (<https://tcps2core.ca>) prior to reviewing applications. A copy of the completed certificate should be emailed to the REB coordinator ([constance.sheriff@lethbridgecollege.ca](mailto:constance.sheriff@lethbridgecollege.ca)) for retention in REB files.
4. All students conducting research involving human participants are recommended to complete the [TCPS2: CORE-2022 tutorial](https://tcps2core.ca/welcome) before commencing research.
5. Student research activities at Lethbridge College as part of a credit or non-credit course
   1. should be of ‘minimal risk’ (p. 22, [TCPS2 2018](https://ethics.gc.ca/eng/documents/tcps2-2018-en-interactive-final.pdf)),
   2. should not involve vulnerable populations (p. 8, TCPS2 2018),
   3. should not use First Nations, Inuit, and Métis peoples (Chapter 9, p. 107, TCPS2 2018),
   4. should not involve deception for the participants (p. 201, TCPS2 2018),
   5. should not be a direct extension of the course instructor’s research,
   6. should not collect bio-medical samples,
   7. should not involve physically invasive contact with the participants,
   8. should not collect participants’ identifiers (name, phone #, address, etc.),
   9. should not publish or disseminate research findings outside of Lethbridge College,
   10. should not involve a real or apparent conflict of interest (p. 92, TCPS2 2018),
   11. should not use data previously collected from human participants for any purpose other than originally intended,
   12. should not have a power imbalance between you and the intended research participants (p. 96, TCPS2 2018),
   13. should not force participants to answer all interview questions and should allow participants to opt out of any questions that they find intimate or sensitive,
   14. should not involve participants engaged in illegal activities.
6. Students doing course-based research involving human participants should submit a duly completed ethics application (<https://lethbridgecollege.ca/document-centre/forms/applied-research/research-ethics-board-course-based-student-research-ethics>) with the following documents to the course instructor.
   1. Proposed advertisement letter/poster/e-mail/social media post
   2. Proposed informed consent form
   3. Proposed interview questions and/or survey questionnaire
   4. Any other relevant documents
7. If course instructors have questions on course-based research ethics involving human participants, please contact the Research Ethics Board Chair or Coordinator.
8. At the end of the research (or end of the semester), all files, whether paper or electronic (CDs, memory drives, PCs, laptops, and/or file servers, etc.), must be permanently destroyed/deleted in accordance with the Lethbridge College Records Management Policy.