
 جامعة الإمارات العربية المتحدة United Arab Emirates University  	<b>Research and Sponsored Projects Policies Manual</b>	Policy Number	RA-12
		Effective Date	02-Mar-2014
	<b>Subject</b>	Most Recent Review Date	01-Dec-2013
	Approval of Requests to Use UAEU Faculty, Staff or Students as Research Subjects	Due Date for Next Review	01-Sep-2016
	<b>Responsible Office:</b> DVC Research & Grad. Studies	Pages of this Policy	1 of 1

## 12. Approval of Requests to Use UAEU Faculty, Staff or Students as Research Subjects

### Overview

Gives guidance on the regulations surrounding participation of UAEU community as subjects of research projects.

### Scope



Applies to all requests by persons or entities inside or outside the University to use the faculty, staff, or students as research subjects.

### Objective

The objective of this policy is to protect any faculty member, student or staff member in case of requests to involve them as research subjects.

### Policy

1. Research by persons or entities inside or outside the University involving the use of faculty members, staff, or students as research subjects, must be approved by the RERB and the Vice Chancellor or his designee, prior to involvement of University persons in the research.
2. This policy applies whenever a UAEU employee or student is contacted as a prospective research subject either through the University offices or because of their University affiliation.
3. Research procedures must ensure that confidential information is protected, in accordance with the relevant University Policies.

 جامعة الإمارات العربية المتحدة United Arab Emirates University  	<b>Research and Sponsored Projects Procedures Manual</b>		Related Policy	RA-12
			Effective Date	01-Sep-2014
	<b>Subject</b> Approval of Requests to Use UAEU Faculty, Staff, or Students as Research Subjects		Most Recent Review Date	01-Dec-2013
			Due Date for Next Review	01-Sep-2016
	<b>Responsible Office:</b> DVC Research & Grad. Studies		Pages of these Procedures	1 of 1

## **Procedures of Policy No. (12) - Approval of Requests to Use UAEU Faculty, Staff or Students as Research Subjects**

1. All requests to use UAEU faculty, staff or students as research subjects originating from principal investigators inside or outside the University Community must be submitted by the Principal Investigator (PI) to the Office of the DVCRGS using the “Request for Ethics Research Review Form”. If the PI is a student researcher then the Form must be approved by the student’s research advisor.
2. The DVCRGS Office presents received requests to the Vice Chancellor or his designee for approval.
3. Requests approved by the Vice Chancellor are then submitted to the RERB for approval. The Board reviews the request and communicates its decision on the Form back to the DVCRGS Office.
4. The DVCRGS Office communicates the final decision by a letter signed by the DVCRGS or his designee to the principal investigator.