

What is IRB? *(Updated 7-23-2018)*

IRB is an acronym for Institutional Review Board. This is a committee established to review and approve research involving human subjects.

The IRB office is part of the Human Research Protection Program (HRPP) which facilitates the MSU IRB review processes in accordance with federal, state, and local regulations, university policies, and ethical standards.

If you are planning to use interviews, observations, or other interactions with composers, musicians or performers for your research, you will need go through the IRB approval process. This process protects you, the individuals you are interviewing, and the university.

What do I do ? As of December 1, 2017 students will enter their information using the CLICK system.

- 1.) With the assistance of your Guidance Committee, first determine if you will be using interviews, observations or other interactions with composers, musicians or performers for your research.
- 2.) If you will, then go to the HRPP website <https://hrpp.msu.edu/> Click on TEMPLATE. The form you need to fill out is **HR-512**. After filling out that form, save it.
- 3.) Go back to the HRPP home page and fill out the basic application using the CLICK System. They will ask you to attach the **HR-512** form you just saved.
- 4.) Wait to hear back from the HRPP office regarding your research. ***Most if not all proposals submitted by DMA students are determined exempt.*** If your proposal is determined exempt, you are finished with the process.

NOTE: Each research project is specialized. It is best to talk with the HRPP office for further instructions. You can also find information at hrpp@msu.edu
If your proposal is determined NON-exempt, then you will need to follow the steps the HRPP office suggest.