

Guidance for External Requests to Engage NYU Shanghai Students

NYU Shanghai regularly receives requests from external researchers to conduct research on students. This guidance is to provide a streamlined process for external researchers to petition to engage NYU Shanghai students in proposed research and a standard method for deciding if external research proposal should be conducted at NYU Shanghai.

External researchers interested in recruiting NYU Shanghai students for participation in social behavioral and educational research projects must complete the "Request to Engage in Research with NYU Shanghai Participants" form, provide documentation that the research has been approved by the IRB at the external researcher's home institution, and provide required supporting documents to the Research Compliance Office.

All sections of the request form including supporting documents must be completed and attached before the request will be considered. The Research Compliance Office will forward the complete application package to the Review Committee* for review. The Review Committee provides analysis and recommendations to the Provost who grants final permission for external requests to conduct research at NYU Shanghai. The Research Compliance Office will notify the external researcher of the final decision. Please note that this process constitutes an administrative review, not an IRB review. Responsibility for IRB review lies with the external researcher's home institution.

The review and approval of the request will consider such factors as potential benefits of the research, quality of research, internal priorities, general fits with the university, conflicts with any ongoing research needs and activities, amount of student time required, and appropriateness of the timing of the request (e.g., exam period, summer break). The Provost reserves the right to reject or terminate external research activities from being conducted at NYU Shanghai.

The external researcher is expected to contact the Research Compliance Office if any changes to the research protocol are made or if any problems arise (e.g., critical incident reported).

Please contact the Research Compliance Office (RCOinfo@nyu.edu) for any questions or concerns regarding this guidance and the application process.

**Current Members of the Review Committee:*

- Dean of Students
- Vice Provost for Research
- IRB Chair