



## **Guidance for External Researchers Recruiting Research Participants at FAU**

External researchers who are not affiliated with FAU but wish to recruit FAU students, staff, or faculty to participate in a research study are required to obtain approval for such a collaboration from the appropriate FAU authority (college, department or office).

### **Procedure:**

- 1) External researchers should contact the respective department, college or office to obtain approval for the collaboration. Secure their support of your research procedures and your recruitment plan.
  - 2) External researchers must secure IRB approval from their own institution. Provide the respective FAU department, college or office with the IRB approval letter.
  - 3) External researchers should obtain an email or letter of support from the respective FAU department, college or office.
  - 4) FAU's IRB recommends that external researchers provide their IRB of record with a copy of this letter of collaboration where FAU has agreed to be a recruitment site.
  - 5) Departments, colleges and offices may decide to participate or not on their own accord. They may request additional permission be sought from upper university administration.
  - 6) Please contact Research Integrity at [researchintegrity@fau.edu](mailto:researchintegrity@fau.edu) or any member of the office if you have additional questions.  
<http://www.fau.edu/research/research-integrity/staff-directory.php>
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