

Most Frequent Errors for Not Human Subjects Research

1. Not reading the instructions on the website for conducting Not Human Subjects Research at USAFA.
2. Not reading the instructions at the end of the HRPP Determination Request form.
3. Submitting your project as EXEMPT research if you do not intend to use the results for generalizable knowledge. Read the definition of human subjects research: [CFR32.219.102](#)
4. Not submitting to the USAFA Human Research Protection Program (HRPP) before starting a project that might be human subjects research.
5. Doing more than you need to do: you do NOT need to obtain signatures and training before submitting to the USAFA HRPP.
7. Not answering all the questions on the HRPP Determination Request form.
8. Making inquiries to HRPP Support Personnel that are incomplete or inappropriate. Inquiries must include the protocol title and number and must be from a named investigator.
9. Not writing out all acronyms before using the abbreviated form (e.g. write out Department of Behavioral Sciences and Leadership before using the abbreviation DFBL).