



## CASE STUDY POLICY

Any research conducted on ICP premises needs to go through the approval process outlined below.

### PROCEDURES

The researcher must submit an application to perform research to the ICP at least one month before the start date of research.

The application should include:

1. The protocol of the research project.
2. The Ethical committee or the Institutional Review Board (IRB) approval.
3. Details outlining the start date and length of time for the project, the target age group and gender, as well as the names and contact information of the research staff and supervisors conducting research at the ICP.
4. Informed consent from the participants (if required). A parent or guardian's permission must be given in writing if the target group for the research is children under the age of 18.
5. Any necessary compensation or payment to the participant.
6. Possible risks and any adverse effects for participants.

Please be advised that the ICP database of its members is confidential and can not be used to solicit participation in any research project.

The ICP may request a meeting with the researcher before making their decision. They may also hold a meeting to inform the community about the proposed research.

Conducting research at the ICP without going through the above procedure contravenes the rules set forth by ICP. The researchers will assume full responsibility for their action. In case of violation, ICP may revoke membership of said researcher and/or contact the researcher's institution. The ICP has the right to take the appropriate actions to protect the rights of its community members.

Thank you in advance for your cooperation.

The Islamic Center of Pittsburgh