



Office of Research and Evaluation – Form 4
Researcher Fingerprinting and Tuberculosis Clearance

Please note that there are two types of researchers: Type 1 and Type 2. Requirements for research activities may vary; please refer to the matrix on page 13. Please complete and submit Form 4 for each individual associated with the research study that meets the criteria for Type 1.

Title of Study: _____

Primary Researcher and Organization: _____

Name: _____
Last First Middle Initial

Address: _____
Street City State and Zip Code

Phone Number/s: (____) _____ (____) _____
Home Cell/Other

Email address: _____

School site(s): _____

Research activity (methods): _____

Expected start date: _____

Please read and sign

I hereby certify that all statements on this clearance form are true and complete to the best of my knowledge and belief. I will be considered a researcher only during the time and as requested by the supervising official for each specific research study, if approved. I understand that all interaction with students during the research study is restricted to the school day, on school grounds or at a school-sponsored activity (on or off-site). I understand that I may need to initially provide verification of Tuberculosis (TB) clearance and every 4 years. I may also be required to be fingerprinted.

Signature: _____ Date: _____

FOR SBUSD USE ONLY

DO NOT WRITE BELOW THIS LINE

TO BE COMPLETED BY DISTRICT STAFF

____ Megan's Law website has been checked Researcher Type: 1 2

____ School site(s) and Research & Evaluation notified researcher requirements met

Employee Name: _____

Employee Signature: _____ Date: _____

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RESEARCHER MATRIX

Definition of a Researcher: A researcher is an adult 18 years or older (and not a current student attending any TK-12 schools) who conducts a systematic investigation for an academic or evaluation study before, during, or after school hours. This definition excludes post-secondary students completing a course assignment (e.g. 45 CFR §46.102). There are two types of researchers.

Type 1: Unsupervised Student Contact

Research Activities	Fingerprint Clearance	Tuberculosis (TB) Clearance
1:1 student lesson or intervention (inside or outside classroom)	Yes	Yes
1:1 student interview (inside or outside classroom)	Yes	Yes
1:2 or more student focus group (inside or outside of classroom)	Yes	Yes
Co-curricular setting	Yes	Yes
Two-way electronic correspondence – Not permitted	-	-

Type 2: Non-Student Contact and/or Supervised Student Contact

Research Activities	Fingerprint Clearance	Tuberculosis (TB) Clearance
Secondary data analysis	No	No
Web-based survey administration	No	No
In classroom with certificated staff present (<i>less</i> than one school year)	No	No
In classroom with certificated staff present (<i>more</i> than one school year)	Yes	Yes
In school administration office (<i>less</i> than one school year)	No	No
In school administration office (<i>more</i> than one school year)	Yes	Yes
On school grounds for non-student-activity observation	No	No