

Archives of Scientific Psychology

Data Request Proposal for Teaching Purposes

At the end of this online proposal form, you will be asked to upload your professional resume.

If this data access request is approved, a letter from your institution must be provided confirming your full affiliation and good standing within the institution. This letter must be signed by your institution's main signing official (e.g., University Vice President for Research, Chair of the Ethics Institutional Review Board) and is a requirement for formalizing data access.

If you are inquiring about a dataset to which you've already been granted access, please [email the editorial office at SBarnold@apa.org](mailto:SBarnold@apa.org) with the project name, your name, and reason for your inquiry (e.g. extending the date or scope of access). If extending the scope, you may be asked to fill out this form anew and to provide an updated IRB or related approval.

Requestor (Person Requesting Use of the Dataset)

Institution:			
First Name:		Last Name:	
Address 1:			
Address 2:			
City:		State:	
		Zip:	
Phone:		Fax:	
Email:			

All Intended Users (i.e., faculty, instructors; please include titles, names, and affiliations):

Course Name:	
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Archives of Scientific Psychology dataset(s) being requested. Please provide the full dataset citation, as listed on the [ICPSR website](#).

Does your employer have policies regarding scientific integrity and misconduct, or human subjects research that cover the secondary analysis of survey data?

☐ Yes. Please describe these policies or provide a link:

☐ No.

Do you agree to comply with the ethical guidelines of the [American Psychological Association](#)?

☐ Yes ☐ No

Do you agree to cite all data appropriately? ☐ Yes ☐ No

Please list and describe all locations where copies of the data will be kept.

Describe methods of data storage when data are not being used:

Describe methods of storage of computer output (in electronic form as well as on paper).

Please describe the types of data protection methods you intend to take to assure security for the data: (check as many as are applicable)

- ☐ Password protection for all files containing data
- ☐ Removable storage media holding the data (e.g., CDs, flash drive, etc.) kept in a locked compartment/room when not in use
- ☐ Printouts derived from data analysis stored in a locked compartment/room when not in use
- ☐ No storage of the data on any network, including LANs, internet enabled, etc.
- ☐ No transmittal of data or analysis output derived from the data via email, email attachments, or FTP (either over the internet, an Intranet system, or within a local area network)
- ☐ Use of the data on a dedicated computer kept in a secure room and not connected to a network
- ☐ No backup copies of the data to be made
- ☐ Data stored in strongly encrypted form

List the type(s) of analysis you will be performing on the dataset(s):

List and briefly describe the types of data from other sources, if any, that will be merged with the requested *Archives* dataset:

Attachments:

☐ Resume of lead instructor or faculty member

☐ If this dataset involves human subjects, I agree not attempt to identify any individual in this dataset. I agree to [cite these data properly](#) and offer co-authorship to data originators on any resulting publication(s).

Your full name here indicates your signature.