



## Drexel University Minors Registration Form and Research FAQ

Ensuring the safety and protection of minors is a shared responsibility across Drexel. Faculty and staff often have questions about when the [Drexel Minors Registration Form](#) is required, particularly in the context of research. While the Institutional Review Board (IRB) oversees the ethical treatment of minors as study participants, the Human Resources Protection of Minors program provides additional oversight to ensure compliance with background clearances, mandated reporting, and institutional risk management. The following FAQ clarifies when and why registration is required for research studies involving minors and for minors serving on research teams.

### **Do research studies involving minors need to complete the Drexel Minors Registration form?**

Yes. Research studies that involve minors as participants must be registered with the Protection of Minors Team in Human Resources. This is in addition to IRB approval. The registration ensures that Drexel meets compliance and risk management requirements beyond what the IRB covers.

### **Doesn't IRB approval already cover the protection of minors in research? Why is registration also required?**

The IRB ensures the ethical treatment and protection of human subjects, including minors, and governs consent processes. The HR Protection of Minors registration serves different purposes, including:

- Verifying that adult researchers interacting with minors have up-to-date clearances.
- Reminding employees of mandated reporting requirements and best practices.
- Maintaining a central record of minors' involvement on campus.
- Providing data needed for Title IX support and insurance renewals.

### **Does HR require an additional informed consent form for minors in research studies?**

No. For research activities, HR defers to the IRB regarding consent. The registration form is required, but the IRB's research consent process is sufficient—no extra HR-specific consent is needed.

### **Do research studies involving St. Christopher's Hospital for Children need to be registered?**

This answer depends on who is involved in the study! If one or more individuals working on the research study, including the PI, are employees of Drexel University, the research study needs to be registered as a minors program. If all individuals working on the research study, including the PI, are employees of St. Christopher's Hospital for Children, the research study does not need to be registered as a minors program.

### **Are there any exceptions to the Minors Registration requirement?**

Yes. The only exceptions are clinical care activities and prospective or matriculated Drexel students. All other activities involving minors—including camps, lessons, outreach programs, and research studies—must be registered.

### **What about minors who serve as members of a research team (e.g., high school interns)?**

- The IRB must be notified if minors are added to a research team. A parent/guardian must sign IRB agreements on their behalf, and the IRB reviews their qualifications as applicable (e.g., resume/CV).
- Minors on research teams should not obtain participant consent or access sensitive identifiable information.
- These minors must also be registered with the Protection of Minors program through HR.

**How often must registration be submitted?**

- Programs that occur annually must be re-registered each year.
- Ongoing programs must be resubmitted at the start of each academic year (late September).

**Where can I find the registration form and more information?**

- [Minors Program Registration Form](#)
- [HR Protection of Minors website:](#)
  - [Minors Registration Process](#)

Questions? Email the Protection of Minors team at [protectionofminors@drexel.edu](mailto:protectionofminors@drexel.edu).