**Application for Certificate of Ethical Approval**

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| **Name of Applicant** *(Lead researcher)* |  |
| **Name(s) of additional researcher(s) or Project Supervisor** |  |
| **Discipline** |  |
| **Title of project** |  |
| **Timeframe of research**  *Timetable of the proposed research, particularly indicating data collection phases* |  |
| **Purpose of research**  *Provide a summary of the research, written in terms that a non-specialist would understand* |  |
| **Justification for the research**  *Indicate the contribution to knowledge, policy, practice and/or peoples’ lives that the research is anticipated to make* |  |
| **Participants in the research**  *Provide details of the population to be studied, and sampling procedures to be used* |  |
| **Recruitment procedures**  *This should include an explanation of any incentives and/or compensation (financial or otherwise) to be offered to participants* |  |
| **Informed consent**  *Outline the information that will be provided to potential participants, and procedures for gaining consent* |  |
| **Methods**  *Outline the methods that will be used for data collection and analysis* |  |
| **Confidentiality, anonymity, data storage and disposal**  *Provide an explanation of any measures that will be put in place to preserve confidentiality and anonymity, including an explicit explanation of data storage and disposal plans* |  |
| **Ethical considerations and potential risks to participants**  *Where potential risks to participants may be present, explain any steps that will be taken to minimize these* |  |
| **Published ethical guidelines to be followed**  *Identify professional code(s) of practice and/or ethical guidelines relevant to the subject domain of the research* |  |
| **Signature of applicant:**  *I declare that I have read the Ethics Policy and will follow the guidelines therein:* | **Signature:**  **Date:** |
| **Signature of the Chair of the School’s Ethics Committee**  *In my capacity as Chair of the School’s Ethics Committee, I confirm that this project has been approved by the School’s Ethics Committee* | **Signature:**  **Date:** |