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**Certificate of Ethical Approval**

**School of Religion**

**Before completing this application for a Certificate of Ethical Approval for your research you should first complete the Research Ethics Release Checklists to assess whether your intended research is subject to ethics release. You only need only proceed to apply for a Certificate of Ethical Approval if this is indicated by the checklists**. If you are a student, and a Certificate is required, when you have completed the form you should first email it as an attachment to your supervisor for review (with your name inserted at the start of the attached file name). After it has been reviewed by your supervisor, and revised if necessary, you should email it as an attachment from your TCD email account to the Chair of the School’s Research Ethics Committee. The Committee normally seeks to respond within two working weeks. If you have not heard back within three working weeks you should contact the Chair.

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| **Name of Applicant and TCD email address** |  |
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| **Academic Supervisor/Lead Researcher**  For students this is the name of your supervisor. For staff this should be the lead researcher (if any) |  |
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| **Academic Area/Discipline** |  |
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| **Title of project** |  |
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| **Timeframe of research**  Provide a brief timetable of the proposed research, particularly indicating data collection, and end date for reporting of completion. |  |
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| **Purpose of research**  Provide a summary of the research, written in terms that a non-specialist would understand. |  |
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| **Justification for the research**  Indicate the contribution that the research is anticipated to make. |  |
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| **Participants in the research**  Provide details of the population to be studied, and sampling procedures to be used. |  |
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| **Recruitment procedures**  This should include an explanation of any incentives and/or compensation (financial or otherwise) to be offered to participants. |  |
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| **Informed consent**  Outline the information that will be provided to potential participants, and procedures for gaining consent (if this will be in printed form, please supply a copy of it). |  |
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| **Methods**  Outline the methods that will be used for data collection and analysis and provide interview or survey questions where these are being used. |  |
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| **Confidentiality, anonymity, and data storage**  Provide an explanation of any measures that will be put in place to preserve confidentiality and anonymity, including an explicit explanation of secure data storage and disposal plans. Note that there may be a need to store data for 5 years (and sometimes more) after completion of the project. |  |
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| **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 and any additional support services that might be used should the need arise. |  |
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| **Published ethical guidelines to be followed**  Identify professional code(s) of practice and/or ethical guidelines relevant to the research. |  |
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| **Travel outside Ireland**  Provide information on any travel to be undertaken outside Ireland. Any travel planned for countries with heightened risk should be given detailed explanation and justification. |  |
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| **Self-care**  Identify any significant risk issues to yourself as researcher and any self-care planning that you will use to address these. |  |
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| **Signature of applicant:**  *I declare that I have read the TCD Ethics Policy and will follow the guidelines therein.*  ***For student applications****: I also confirm that this application has already been reviewed and is supported by my supervisor.* | **Signature:**  [A typed name is acceptable as long as it is submitted from applicant’s TCD email address, as verified by Chair of Ethics Committee below]  **Date:**  **Name of Supervisor:** |
| **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:** |

This application form is drawn from a document used by the School of Social Sciences and Philosophy, Trinity College Dublin. Any revisions are the responsibility of the School of Religion.