Ministry of Higher Education and Scientific Research

Koya University

Research/Project Ethics Form

College:	
Department:	
Code No.:	

The Ethics protocol is also known as "The Application for Ethics Approval" is comprised of five sections:

Section 1: Contact details and the title of the project.

Section 2: Project details

Section 3: Ethics consideration

Section 4: Declaration

Section 5: Approval (this part is related to the Ethic committee)

Complete only the first four sections and submit 2 copies to the following email address of ethics committee:

Email:

Section 1: Contact details and the title of the research/project.

Study title:

Study type: ☐ Thesis /Dissertation (Postgraduate study) ☐ Research/Article

1. **Principle investigator*:**
   **Principle investigator should act as a corresponding author; he/she has the rights for discussion and follows up of his/her submission of the study. The following information is obligatory:*

Scientific title:	Name:	
Qualification:		Affiliation:
Phone:	Email:	

2. **If a student:**

Name of your course of study:		
Name of supervisor:		Affiliation:
Phone:	Email:	

3. **Co-Investigator (s):**

Title:	Name:	
Qualification:		Affiliation:
Phone:	Email:	

Title:	Name:	
Qualification:		Affiliation:
Phone:	Email:	

Title:	Name:	
Qualification:		Affiliation:
Phone:	Email:	

4. **Funding of the research/project** (the organization by which the study is carried out)**:**
   Please tick the following accordingly.

☐ Funded	Agency:
	Submission dates:
☐ Applied for funding	Agency:
	Submission date:
☐ Unfunded	

Section 2: Project details

1. Aims of the research/project:	

2. Objectives of the research/project:

-
-
-
-
-

3. Background/Justification of the research/project:

4. Duration and location of the research/project: *Timing and the place where the study carried out should be written clearly.*

5. Research/project Design/Materials and Methods (subjects, data collection & analysis)

6. Type of questionnaire ☐ Questionnaires requesting intimate personal, identifying, or sensitive information ☐ Internet questionnaires☐ Face to face interviews which do not request personal or sensitive information☐ Face to face interviews which request personal or sensitive information ☐ Access to medical records or records which contain intimate personal information, and are individually identifiable and are not publicly available☐ Focus groups ☐ Others	
7. Details of the study subjects (Sample): ☐Healthy adult > 18 years old ☐Healthy children or young people < 18 ☐Patients of a hospital or clinic ☐Prisoners or people in the custody of correctional services ☐Patients sample different ages ☐Animal Sample ☐Other (please specify)	
8. Is research/project a randomized trial?	☐No ☐Yes, If yes, please provide details: ☐Controlled ☐Non-controlled
9. Does the research/project include collection of any biological samples?	☐No ☐ Yes, If yes, please provide details(collection, saving, the way of analysis and their disposal). Biological samples (human pathogenic bacteria and antibiotic which used in treatment):
10. Does the research/project have any adverse effect on the human health or/ Environment?	☐No ☐ Yes, If yes, please provide details

Section 3: Ethics consideration

1. Does the research/project involve any artifacts that are of cultural, spiritual or religious significance to participants?	☐Yes ☐No
2. Does the research/project involve an unusually dependent relationship between the researcher and any of the research participants? (For example inclusion of patients' clinic).	☐Yes ☐No
3. Could the research/project place research participants in an unusually vulnerable situation?	☐Yes ☐No
4. Is there any potential risk (physical, emotional, social or legal) to individual participants' wellbeing, beyond that normally encountered in everyday life, as a result of their involvement in the research/project?	☐Yes ☐No
5. Does the research/project involve the administration or application of a drug?	☐Yes ☐No
6. Is there any reasonable likelihood that the research/project will result in the reporting of suspected participants abuse?	☐Yes ☐No
7. Is there any potential risk to the researcher's safety, beyond that normally encountered in everyday life, as a result of their involvement in the research/project?	☐Yes ☐No
8. Is the study known to involve research/project into illegal activities and / or legal implications?	☐Yes ☐No
9. Is there any conflicts of interest/dual roles? *If yes, please describe any dual-roles that may impact or may be perceived as impacting the research. Describe any preceding, current or anticipated relationship between the researcher(s) and those individuals/groups being researched.* ☐	☐Yes ☐No

10. Consent (the submission should be specific about the following)

a. Will consent be given in written or verbal form?	☐ Written ☐ Verbal
b. How will research participants be given information about the research/project?	☐ Written ☐ Verbal
c. Time allowed for research participants to decide to participate in the research/project?	Hour(s) Minute (s)
d. Will research/project participants be informed of their right to withdraw from the research/project at any time?	☐ Yes ☐ No

Section 4: Declaration

☐ To the best of my knowledge and belief, the information supplied is accurate.

☐ I/we confirm I/we have obtained permission to undertake this research from my/our supervisor and the scientific committee of the department.***(Note that the application should be reviewed by your supervisor to resolve any methodological problems).***

☐ I understand that I may be invited to explain my/our research protocol (proposal) to the Committee, either in person or by email.

☐ I understand that the Ethics Committee gives Ethical Approval only and does not guarantee the quality or scientific validity of my/our research.

Signature of Principle investigator(s): Date:

Signature of supervisor (if applicable): Date:

Section 5: Approval

☐ Approved	☐ Need minor amendment
☐ Need major amendments	☐ Not approved
Note:	

Name & Signature

Member

Name & Signature

Member

Name & Signature

Member

Name & Signature

Member

Name & Signature

Head of the Ethics Committee