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| **Your Details**  Name of Student:  Department:  Programme:  Academic Session:  Supervisor: |
| **The Project**  Project Title:  Main Aim of Study: |
| **Contact with Others**  Will your project bring you into direct or indirect (e.g. via internet surveys) contact with other people?  Yes  No  **If you have clicked “No” sign the section below and submit *this page only* to your supervisor for countersigning, otherwise complete the remainder of the form.** |
| **Your Signature**  Signature***:*** Date submitted: |
| **Ethical Approval**  (To be completed by supervisor)  I have checked the above for accuracy and I am satisfied that the information provided is an accurate reflection of the intended study.  There are no ethical issues causing me concern:  Signature: Date: |

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| **Research Participants**  Number of Research Participants in your study:  Who are the Research Participants?  On the basis of which criteria have they been selected?  Where and how will you recruit them for your study?  Where and how will data collection take place (location, by phone/internet, by post)?  Will any of the Research Participants be minors (under 16 in Scotland, under 18 in the rest of the UK)?  Yes  No  If you have clicked “Yes” please note the following:  You must read the further guidance available on the School’s Ethics website  **You will need to obtain a PVG Disclosure (**<https://www.mygov.scot/pvg-scheme/>**/)**  **This Ethics form, to which a copy of the disclosure must be attached, will need to be countersigned by a member of the School’s Ethics committee**  Please click here to indicate that you have understood these requirements |
| **Methods of Data Collection to be Employed**  Paper-based questionnaire Yes  No  Internet survey Yes  No  Interviews Yes  No  Focus Groups Yes  No  Other (please specify):  If you wish to guarantee internet survey respondents anonymity you must follow the requirements laid out in the Survey Monkey document available on the School’s Ethics website (if you are using internet survey software other than Survey Monkey follow the same procedures for that software): please click here to confirm that you have read this document and will abide by its requirements: |

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| **Confidentiality**  Requests for confidentiality can only be accepted on the understanding that the confidential material will not be included in the written report or dissertation. They cannot be accepted on the understanding that the report/dissertation itself will be confidential. British universities are public bodies and all research carried out at undergraduate/taught masters level is by definition available for public scrutiny.  Please click here to indicate that you understand the limits to confidentiality in relation to your research |
| **Potential Participant Distress**  Is there any possibility that any of the procedures in your study will cause discomfort, anxiety, stress or embarrassment for your participants?  Yes  No  If you have answered "Yes" please describe, explain and justify how you will seek to minimise upset to your participants: |
| **Please indicate your response to the following questions and discuss your response with your supervisor**  Will you provide an oral explanation of the project to the  subject? Yes  No  Will you provide a written explanation of the project to the  subject? Yes  No  Will you ask the research participants to complete a consent  form? Yes  No  If you have clicked “Yes” to the above please attach a copy (drafts are acceptable at this stage).  If you are seeking ***verbal consent*** please provide a statement of how you will seek to gain this from your participants:    Will you explain to the participants that you are a student  undertaking degree or masters level studies? Yes  No  Will you explain to the research participants that they may not  benefit from your study? Yes  No  Will you offer the research participants the opportunity to  decline to take part? Yes  No  Will you offer the research participants the opportunity to  withdraw at any stage? Yes  No  Will you offer anonymity? Yes  No  Will you adhere to the provisions of the Data Protection Act  2018? Yes  No  Please briefly explain how the DPA will be adhered to:  (see <https://www.gcu.ac.uk/dataprotection/>) |
| **Your Own Safety**  Are there any aspects of your project which might have implications for your own safety?  Yes  No  If you have clicked “Yes”, please indicate how you propose to minimise any risk to yourself: |
| **Check List**  Please tick the supporting documents you are submitting along with this application  Participants Explanation form Yes  No  N/A  Consent form (draft acceptable) Yes  No  N/A  Questionnaire/survey text (draft acceptable) Yes  No  N/A  PVG Disclosure Yes  No  N/A |

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| **Your Signature**  Signature:Date:  Please also type name here: |
| **Ethical Approval**  (To be completed by supervisor)  I have checked the above for accuracy and I am satisfied that the information provided is an accurate reflection of the intended study. I confirm that the form contains all the relevant information and that all supporting documentation is attached.  There are no ethical issues causing me concern  The ethical issues raised by this project require further consideration  Signature: Date:  Please also type name here:  If you have clicked the second option please forward to your departmental representative on the School’s Ethics committee for further consideration. |