Have I included the required information in my ethics application?

REMEMBER: The content of the research proposal, ethics application, informed consent statement and recruitment material must be aligned.

Research proposal	Ethics application	Informed consent statement	Recruitment material
(1) Title of my study	(1) Title of my study		
(2) Keywords	(2) Keywords		
(3) Introduction and background	(3) Background and motivation	(1) Nature of study?	(1) Title of the study?
(4) Research questions	(4) Research objectives	(2) Justification for including participants?	(2) What is the focus of/reason for the study?
(5) Research objectives	(5) Hypotheses or central theory	(3) Responsibilities of the participants?	(3) Who should participate in the study?
(6) Hypotheses or central theory	(6) Methodology (design, population, sampling, inclusion & exclusion criteria, recruitment process, remuneration, data collection, data analysis, researcher qualifications & ethics training)	(4) Responsibilities of the researcher?	(4) Why should they participate?
(7) Methodology (design, population, sampling, recruitment process, inclusion & exclusion criteria, remuneration, data collection, data analysis, researcher qualifications & ethics training)	(7) Data storage	(5) Benefits for participants?	(5) What are the responsibilities of the participants?
(8) Data storage	(8) Research monitoring	(6) Risks <u>AND</u> strategies to address this?	(6) What are the responsibilities of the researcher?
(9) Research monitoring	(9) Informed consent	(7) Who will access the data?	(7) How will you protect the wellbeing of the participants?
(10) Informed consent	(10) Confidentiality, anonymity & privacy	(8) What will the data be used for?	(8) Where can the participants reach you?
(11) Confidentiality, anonymity, privacy and respect	(11) Dissemination & publication	(9) Remuneration and costs?	(9) Attach proof of <u>gatekeeper agreements</u> **and** <u>recruitment materials</u> (e.g. advertisements, flyers, etc.)
(12) Dissemination & publication	(12) List of references	(10) How will you share the findings?	
(13) List of references	(13) Risk level	(11) Who can participants contact for more info?	
(14) Risk level	(14) <u>Attach all the required documentation</u>		
		Refer to the **compulsory template**.	**Very important:** **Use plain language** **(avoid academic jargon)**
Length: 10-15 pages <u>at most</u>. Refer to the **prescribed templates of your Research Focus Area or Unit**.	Refer to the **compulsory template**.		