

Document Identifier: Student Ethics in Research Committee Application Form

Document Title:	Student Ethics in Research Committee Application Form
Description:	This form is required to be completed by all students who wish to carry out research in Marino Institute of Education.
Author (Position):	Marino Ethics in Research Committee
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Approved By:	MIE Governing Body
Policy Re-approval Date:	June 2023
Date of Next Policy Review:	June 2027 (or as necessary)

Procedure for Ethical Approval of Research Proposals

1 Context

All applications for ethical approval of research proposals by Students in Marino Institute of Education (MIE) must undergo review by the Student Ethics in Research Committee (SERC).

2 Scope

This document applies to all students who wish to carry out research in MIE.

3 Purpose

- 3.1 If you are a student in MIE completing a research dissertation, you must complete this form.
- 3.2 A completed form must be returned to the SERC for review and approval.

4 Student Ethics Application Form

Please complete all sections of the form and adhere to the maximum word count for each section.

Student Name: _____
Student Number: _____
Course of Study: _____
Year of Study: _____

Please Tick the Level of Approval Required [√]		
Level 0*	Historical research in education. Research that uses pre-existing data in the public domain (e.g. data from the Growing up in Ireland study). Review of literature or research. Document analysis.	<input type="checkbox"/>
Level 1	Anonymous surveys of a non- personal nature. Unrecorded and anonymous observation of individuals in public areas. Analysis of anonymised data. Interviews with non-vulnerable adults. Some Action Research. Surveys where respondents can be identified and gave consent.	<input type="checkbox"/>
Level 2	All research with children (<18 years of age) and vulnerable adults. Where questions are of a sensitive nature. Video recording or observation. Research conducted outside Ireland. Research involving psychological intervention. Projects where each subject is paid.	<input type="checkbox"/>

***Important Note:** If you tick Level 0 above, you must have agreed this with your Supervisor/Course Leader who must co-sign this form before submission. Supervisors/Course Leaders reserve the right to request SERC to review Level 0 applications.

5. Overview of the Proposed Research				
5.1 What is your Research Question?				
5.2 What is your research project about? <small>(max. 200 words)</small>				
5.3 Please tick ✓ which approach is proposed	Qualitative <input type="checkbox"/>	Mixed Methods <input type="checkbox"/>	Quantitative <input type="checkbox"/>	Multi-Method <input type="checkbox"/>
5.4 What method(s) of data collection will you use? <small>(max. 100 words)</small>				
5.5 Who are your proposed participants? <small>(Include no. of participants)</small>				
5.6 How will you identify & invite participants? <small>(max. 100 words)</small>				

6. Ethical Considerations			
6.1 Indicate the ethical considerations relevant to this project. <small>(max. 150 words)</small>			
6.2 What steps will you take to minimize risk e.g. consent, assent, confidentiality etc.? <small>(max. 200 words)</small>			
6.3 Describe how you will record and store empirical data. <small>(max. 100 words)</small>			
6.4 Insert the date you received Garda Vetting.			
6.5 Do you plan to provide an incentive for participation?	Please tick ✓ Yes No <input type="checkbox"/> <input type="checkbox"/>	If yes, explain:	
7. Complete the Checklist below			
7.1 I have attached the appropriate consent/assent form(s), please tick ✓	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
7.2 I have attached the appropriate information letter(s), please tick ✓	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>

Important Note: When preparing the above documents, you must use the template(s) provided by MIE.

8. Declaration

This page must be signed before submission:

I declare that the details in this application are the product of my own work and accurately reflect my research proposal. I have consulted an authoritative set of educational research ethics guidelines and with my Supervisor/Course Leader during the process of preparing this application. I understand that any substantive changes to the proposed research design may result in the requirement to submit another application for ethical approval to SERC.

Student Signature:

Date:

Supervisor or Course Leader Signature:

Date:

Final Approval Signed-Off by SERC

Signature:

Date:
