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| **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 |
| **Version:** | 2 |
| **Approved By:** | MIE Governing Body |
| **Policy Approval Date:** | January 2019 |
| **Date of Next Policy Review:** | April 2023 (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.

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| **Student Name:** | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **Student Number:** | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **Course of Study:** | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **Year of Study:** | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

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| **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. |  |
| **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. |  |
| **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. |  |

*\*****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.*

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| **5. Overview of the Proposed Research** | | | | |
| * 1. **What is your Research Question?** |  | | | |
| * 1. **What is your research project about?**   (max. 200 words) |  | | | |
| **5.3 Please tick** *√* **which approach is proposed** | **Qualitative** | **Mixed Methods** | **Quantitative** | **Multi-Method** |
| **5.4 What method(s) of data collection will you use?**  (max. 100 words) |  | | | |
| **5.5 Who are your proposed participants?**  (Include no. of participants) |  | | | |
| **5.6 How will you identify & invite participants?**  (max. 100 words) |  | | | |

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

***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.

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| Student Signature:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Date:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
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| Supervisor or Course Leader Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Date:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
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| **Final Approval Signed-Off by SERC** |  |
| Signature:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Date:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |