



# UMEÅ UNIVERSITY

## Appendix 1. Appropriateness assessment of first- and second-cycle student projects

1. Student project title:
2. Student name:
3. The project is intended as a basis for the following degree: <input type="checkbox"/> Bachelor's <input type="checkbox"/> Master's (60 credits) <input type="checkbox"/> Master's (120 credits) <input type="checkbox"/> Professional qualification On the following programme:
4. The project will be conducted together with another student: <input type="checkbox"/> No <input type="checkbox"/> Yes, name: _____
5. Will the student project include processing of data on living, identifiable individuals? <input type="checkbox"/> Yes (go to Question 6) <input type="checkbox"/> No (go to Question 9)
6. What form does the personal data processing take? <input type="checkbox"/> The student project included in a research project (legal category <i>general interest</i> , go to Question 7). <input type="checkbox"/> Independent student project within the framework for the University (legal category <i>consent</i> , go to Question 9). <input type="checkbox"/> The processing of personal data occurs within the framework for another personal data controller, e.g., systematic quality assurance procedures within the health and medical care system (go to Question 8). <input type="checkbox"/> Other (go to Question 9 and clearly describe how processing will take place).
7. Does the research project require ethical approval? <input type="checkbox"/> Yes, and ethical approval has been obtained. Specify the Ethics Review Authority's registration number and accountable authority for the application: _____ (go to Signature). <input type="checkbox"/> Yes, but ethical approval has not yet been received. This form is to be supplemented with information on approval from the Ethics Review Authority before the degree project begins (go to Question 9). <input type="checkbox"/> No, ethical approval is not required (go to Question 9).

<p>8. Is there a decision from an accountable medical care system authority that the quality assurance work is to be conducted?</p> <p><input type="checkbox"/> Yes. Attach a copy of the decision (go to Signature).</p> <p><input type="checkbox"/> No. This form is to be supplemented with information on approval from the accountable medical care system authority before the degree project begins (go to Question 9).</p>
<p>9. What risk/risks for ethical problems can arise?</p>
<p>10. What measures are planned for eliminating or reducing these ethical risks?</p>
<p>11. What is the expected relevance/benefit of the degree project?</p>
<p>12. How will the findings be made public?</p>
<p>13. Is the student project intended to be published in a scholarly journal?</p> <p><input type="checkbox"/> Yes. This leads to the project likely being considered as research, see Question 7.</p> <p><input type="checkbox"/> No</p>
<p>14. Describe how and when information about personal data processing is provided when the volunteer is recruited?</p>
<p>15. Describe who asks about participation, when this occurs and how the informed consent is documented.</p>
<p>16. Start of data collection:</p>
<p>17. Describe where and how long the material will be stored and who will have access to the collected data.</p>

Appendixes		
Submitted with	Appendix no.	Description
<input type="checkbox"/>	1	Information letter for participants
<input type="checkbox"/>	2	The form <i>Consent to processing of personal data and information to registered parties</i> .*
<input type="checkbox"/>	3	Survey, questionnaire, interview guide or similar
<input type="checkbox"/>	4	Information letter to head of operations or equivalent
<input type="checkbox"/>		Other Appendixes
<input type="checkbox"/>		Other Appendixes

\* The individuals who will respond to questions, be observed or in other way studied within the framework of the degree project are to be provided easy-to-understand information about the purpose of the work and methodology used so that they understand the consequences of participating in the study. This information is intended to provide a basis for the individual actively deciding whether they want to give consent for participation, known as informed consent. The individual is to be informed also that they can withdraw their consent at any time without consequences, even if the consent was given at an earlier stage. A template can be downloaded from Umeå University's website for personal data processing in student projects.

The student's or students' signature(s), place, and date



The student project is judged to be appropriate for implementation based on the above description.

☐ Yes

☐ No

Name (authorised decision-maker appointed by the head of department):

Phone:

Email:

Signature:



Date: