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**TEMPLATE ETHICS APPLICATION FORM**

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| **Important Notes:**  **1.** Please also upload an information sheet and a consent form as supporting documentation.  **2.** If you intend to conduct a study with UNDERAGED (under 16 years of age) participants you MUST fill in the Children Research Ethical Plan form and ensure that you obtain all the necessary permissions described in that form. Please fill in the form and submit it as PDF together with your ethics proposal. |
| 1. DESCRIBE THE BASIC PURPOSES OF THE PROPOSED RESEARCH. |
| 2. INDICATE WHO IS FUNDING THE RESEARCH (IF COMMERCIALLY FUNDED, ENSURE THAT PARTICIPANTS ARE INFORMED). |
| 3. DESCRIBE THE DESIGN OF YOUR EXPERIMENT (E.G. CONDITIONS, NUMBER OF PARTICIPANTS, PROCEDURE AND EQUIPMENT WHERE APPROPRIATE). |
| 4. DESCRIBE HOW THE PROCEDURES AFFECT THE PARTICIPANTS. |
| 5. STATE WHAT IN YOUR OPINION ARE THE ETHICAL ISSUES INVOLVED IN THE PROPOSAL. |
| 6. SPECIFY THE NATURE OF THE PARTICIPANTS. INDICATE IF THE RESEARCH INVOLVES CHILDREN OR THOSE WITH MENTAL DISABILITIES OR HANDICAP. IF SO, EXPLAIN THE STEPS TAKEN TO OBTAIN PERMISSION FROM L.E.A.s, HEADTEACHERS, PARENTS, ETC. GIVE A BRIEF DESCRIPTION HERE AND FILL IN THE CHILDREN RESEARCH ETHICAL PLAN. THE FORM MUST BE UPLOADED TOGETHER WITH THE CONSENT AND INFORMATION FORMS. |

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| 7. STATE IF PAYMENT WILL BE MADE TO SUBJECT. |
| 8. DESCRIBE THE PROCEDURES FOR ADVERTISING, FOR RECRUITING PARTICIPANTS, AND FOR OBTAINING CONSENT FROM PARTICIPANTS. |
| 9. STATE WHETHER THE PROPOSAL IS IN ACCORD WITH THE BPS CODE OF CONDUCT OR THE ESRC FRAMEWORK OF RESEARCH ETHICS. |
| 10. DESCRIBE HOW THE PARTICIPANTS' ANONYMITY AND CONFIDENTIALITY WILL BE MAINTAINED. |
| 11. DATE ON WHICH PROJECT WILL BEGIN AND END. |
| 12. LOCATION AT WHICH THE PROJECT WILL BE CARRIED OUT. |
| 13. DESCRIBE HOW PARTICIPANTS WILL BE DEBRIEFED AT THE END OF THE EXPERIMENT (THIS MUST INCLUDE THE OPPORTUNITY TO CONTACT THE EXPERIMENTER - OR SUPERVISOR - FOR FEEDBACK ON THE GENERAL OUTCOME OF THE EXPERIMENT). |