MSc Ethical Approval Form

**Department of Psychology, University of Warwick**

**Name:** Delete this text and complete

**Project Title:** Delete this text and complete

**Supervisor:** Delete this text and complete

- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -

**PROJECT OVERVIEW**

1. Give a BRIEF summary of the project (in lay terms), including the scientific benefit:

Delete this text and insert your response here

1. Summarise the methodology to be used:

Delete this text and insert your response here

**METHOD AND MATERIALS**

1. Will this study include the collection of any PERSONAL data (e.g., age, gender, etc.)?YES OR NO *(delete as appropriate)*

***If YES***

1. *Confirm that ALL personal questions come with a ‘choose not to disclose’ option:*

Delete this text and insert your confirmation here

*Please describe what data you will collect and indicate the options that you will offer participants to choose from (e.g. female/male/other/choose not disclose; please check the ethics webpage for guidance on how to pose such questions):*

Delete this text and insert your response here

*Please explain the necessity for collecting these data:*

Delete this text and insert your response here

*(b) Will any of these data be of a potentially SENSITIVE nature (e.g., questions about one’s family, sexual orientation, drug use, etc.)?* YES OR NO

***If YES,*** *Explain the necessity of collecting such data:*

Delete this text and insert your response here

*Explain how you intend to handle any potential problems arising from collecting such data:*

Delete this text and insert your response here

1. Will this study use potentially OFFENSIVE, UNPLEASANT, or DISTURBING stimuli, methods, or materials? YES OR NO

***If YES***

1. *Explain the necessity of using such stimuli, methods, or materials:*

Delete this text and insert your response here

1. *Provide a description of the potentially offensive stimuli, methods, or materials:*

Delete this text and insert your response here

1. *Will this study be conducted on the Internet?* YES OR NO

***If YES***

1. *If possible, please provide a link to the study web page:*

Delete this text and insert your response here

1. *Confirm that you will not use any spam-like means (e.g., mass-emails) to recruit participants:*

Delete this text and insert your confirmation here

1. *Will this study use deception?* YES OR NO

***If YES***

1. *Explain the necessity of using deception:*

Delete this text and insert your response here

**PARTICIPANTS AND RESEARCHER**

1. Will your participants be children or vulnerable adults?YES OR NO

***If YES***

1. *Explain the necessity of including these individuals:*

Delete this text and insert your response here

1. *Which specific procedures are in place to ensure the safety and well-being of these individuals?*

Delete this text and insert your response here

1. *You must have Disclosure and Barring Service (DBS) checks if your participants are children or vulnerable adults. Please confirm that you will have obtained these checks before the start of your study:*

Delete this text and insert your confirmation here

1. How will participants be recruited (e.g. posters, personal contact – note that you MUST NOT use any spam-like methods, e.g., mass emails etc.)?

Delete this text and insert your response here

1. How and from whom will informed consent be obtained?

Delete this text and insert your response here

1. Confirm that participants will be told explicitly that they can leave the study at any time, without having to give reasons, without jeopardy:

Delete this text and insert your confirmation here

1. *When and how will this be done?*

Delete this text and insert your response here

1. Will participants be given payment and/or incentives for taking part? YES OR NO

***If YES***

1. *Specify the level of compensation and the source of the funds or incentives:*

Delete this text and insert your response here

1. *Explain the necessity of such compensation:*

Delete this text and insert your response here

1. How will participants be debriefed?

Delete this text and insert your response here

1. Are there any possible risks for the participant? YES OR NO

***If YES***

1. *Describe possible risks for the participant:*

Delete this text and insert your response here

1. *Explain how you plan to handle these risks:*

Delete this text and insert your response here

1. Are there any possible risks for the researcher? YES OR NO

***If YES***

1. *Describe possible risks for the researcher:*

Delete this text and insert your response here

1. *Explain how you plan to handle these risks:*

Delete this text and insert your response here

**DATA**

1. How will you ensure confidentiality? Explain how and at what stage in the project you will anonymise data:

Delete this text and insert your response here

1. *Will any sessions be audio- or video-taped?* YES OR NO

***If YES****, explain how such data will be anonymized:*

Delete this text and insert your response here

1. Who will have access to thesedata?

Delete this text and insert your response here

1. Where will consent forms, information and project data be stored?

Delete this text and insert your response here

1. For how long will the above data be kept and how and when will it be destroyed?

Delete this text and insert your response here

1. Is it anticipated that there will be any future use of the data? YES OR NO

***If YES***

1. *Specify the future use:*

Delete this text and insert your response here

1. *Confirm that the participants will have been informed of this use:*

Delete this text and insert your confirmation here

**ANY FURTHER INFORMATION**

1. Please provide any further information that might be important with regard to ethical approval:

Delete this text and insert your response here

1. Please confirm which of the relevant materials you are including with your application (note: consent form, participant information and debrief are relevant materials for *all* applications):

Consent form YES OR NO

Participant information YES OR NO

Debrief YES OR NO

Representative sample of stimulus material YES OR NO

Questionnaire(s) YES OR NO

Copy of criminal record clearance YES OR NO

***Please copy and paste your materials into this file or send the files to your supervisor.***

**DECLARATION**

Please read the following statements and then sign (type name) and date below to indicate you understand and agree with them.

Top of Form

I am familiar with the BPS ethical principles for human participants. I have read and understood the current BPS Code of Human Research Ethics

Bottom of Form

I understand that I must not begin my project without full approval from Psychology’s Department Research Ethics Committee (DREC).

I understand that any changes that I would like to make to this study after receiving approval from the DREC may require further review. As such they must be submitted for approval to [K.Messenger@warwick.ac.uk](mailto:K.Messenger@warwick.ac.uk) (DREC Chair) before such changes are implemented.

Name: Date:

**Additional materials**

**Please copy and paste your additional materials into this file if required to include them.**

1. Participant information sheet;

2. Consent form;

3. Debriefing;

4. Sample stimuli (if applicable)*.*

**++++**

**When all sections of this form have been completed, please email it to their supervisor, who will complete their part and submit the form online.**

**You should review this form with your supervisor prior to submission**

**SUPERVISOR**

The supervisor should review this form with the student before completing this section and submitting the form.

Please note, it is the supervisor’s responsibility to ensure the student(s) have fully responded to all questions and provided sufficient details regarding potential ethical issues before this form is submitted.

Incomplete forms will be returned to the supervisor for completion *prior* to review. This may result in a delay in the project receiving ethical approval.

Will the study be conducted on the internet? **YES OR NO**

If YES, please confirm that you, the supervisor, will approve the final version of the study’s web page before it goes live. **Delete this text and insert your confirmation here**

Please confirm that you have reviewed this form with the student and that they have include all relevant materials for their project. **Delete this text and insert your confirmation here**

Name of Supervisor: Date:

- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -

When you are sure that the form is complete, please upload it (and any additional materials) via the link on the department ethics page: <https://warwick.ac.uk/fac/sci/psych/students/ethics>

Thank you ☺

- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -