

Applying for RKKP data

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17. juli 2025

If you need access to an RKKP database adhere to the following steps:

1. Go to DDV at remote.dst.dk → find your project folder → pick the latest project version → go to 'Dataindhold' → scroll down to 'Øvrige datakilder' Here, **you should check whether the RKKP database is registered on the project folder**. If it is registered adhere to bulletpoint #2 and 3. If it is not, you should contact the datamanagers with the following information (along with point #2-3):
 - Which RKKP database do you need, and for which project folder
 - 5-10 lines about why the database is relevant for the project, and what it will be used for in relation to the overall aim of the specific project folder (can be found in DDV under the latest project version)

Send the following to the datamanager (if relevant, along with the info from step 1):

2. You need to fill out a protocol with the following information:
 - Project title → the title of your project
 - Background → the background of the project
 - Method → which methods will be used to process the data
 - Statistical methods → which statistical methods will be used to analyse the data
 - Publication of results → how and where will the results be published
 - Relevance → why is the project relevant for the society, and what will the project contribute with
 - Ethics → ethical considerations regarding the project
 - Funding → how is the project funded (e.g. covered by internal funding)
 - Project research group → name, title, address, phone number and e-mail of each member of the project research group
3. Go to rkkp-forskningsadgang.dk → use the application module as a template and fill it out in a Word-document.
Fill out the variable list from RKKP with the variables, you want access to.