Advisory text is highlighted in yellow and should be deleted before finalising the document.

|  |  |  |  |
| --- | --- | --- | --- |
| SECTION A: Filter for CUREC 2 application | | | |
| This section determines whether the application for ethics review should be made using this form (CUREC 1A) or the CUREC 2 form (for research with more [complex ethical issues](https://researchsupport.admin.ox.ac.uk/governance/ethics/faqs-glossary/glossary#complex_ethical_issues)). | | | |
| **Please indicate with an ‘X’.** | | **Yes** | **No** |
| 1. Does the research involve the [deception](https://researchsupport.admin.ox.ac.uk/governance/ethics/faqs-glossary/glossary#deception) of participants? | |  |  |
| 1. Are the research participants [vulnerable](https://researchsupport.admin.ox.ac.uk/governance/ethics/faqs-glossary/glossary#V) in the context of the research, or classed as [people whose ability to give free and informed consent is in question](http://researchsupport.admin.ox.ac.uk/governance/ethics/faqs-glossary/glossary#P)? For example,  * Participants aged 16 or under (also answer question A5); * Participants aged 16 – 18 who can neither be considered [competent youths](https://researchsupport.admin.ox.ac.uk/governance/ethics/resources/bpg) nor recruited under [Approved Procedure 25](https://researchsupport.admin.ox.ac.uk/governance/ethics/resources/ap#collapse397151) * [adults at risk](https://researchsupport.admin.ox.ac.uk/governance/ethics/faqs-glossary/glossary#A);   Note the University’s [Safeguarding Guidance and Code of Practice](https://hr.admin.ox.ac.uk/safeguarding-at-risk-adults-and-children) and its implications for researchers involving young people or adults at risk. | |  |  |
| 1. By taking part in the research, will participants be at risk of criminal prosecution or significant harm? | |  |  |
| 1. Does your research raise issues relevant to the Counter-Terrorism and Security Act ([the Prevent Duty](https://compliance.admin.ox.ac.uk/prevent)), which seeks to prevent people from being drawn into terrorism? [Best Practice Guidance 07 on the Prevent Duty](https://researchsupport.admin.ox.ac.uk/files/bpg07preventdutypdf) provides further guidance. | |  |  |
| If you answered **‘No’** to all the questions above, go to Section B. If you answered **‘Yes’** to any question above, continue to question 5 below. | | | |
| 1. Is your project covered by a CUREC [Approved Procedure](http://researchsupport.admin.ox.ac.uk/governance/ethics/resources/ap)? | |  |  |
| If yes, list the CUREC Approved Procedure(s) you will follow |  | | |
| If you have answered ‘**No**’ to all questions 1-4, go on to **Section B**. If you answered ‘**Yes**’ to ANY of questions 1-4, and answered ‘**No**’ to question 5, **stop** completing this form and do not submit it for ethical review. You will instead need to submit a [CUREC 2 application form](https://researchsupport.admin.ox.ac.uk/governance/ethics/apply/sshidrec#collapse394906). If you answered ‘**Yes**’ to **any** of questions 1-4, and your project is covered by an Approved Procedure, **go on to Section B**. If more than one Approved Procedure applies, contact the SSH IDREC or your DREC for advice on whether a CUREC 2 form should be submitted instead. | | | |

|  |  |  |  |
| --- | --- | --- | --- |
| SECTION B: Researchers | | | |
| 1. Name of [Principal Investigator](https://researchsupport.admin.ox.ac.uk/governance/ethics/faqs-glossary/glossary#P) or student’s supervisor | Only one person can be named as the PI – this cannot be a student. | | |
| 1. Department or Institute |  | | |
| 1. University of Oxford email address |  | | |
| Copy and paste the following six rows as necessary to complete for each additional researcher who will be involved in this study, including student(s) and those external to the University. | | | |
| 1. Name of researcher or student |  | | |
| 1. Department or Institute |  | | |
| 1. University of Oxford email address |  | | |
| 1. Role in research | E.g. student, Co-Investigator | | |
| 1. Degree programme, if student research | E.g. BA, BSc, MSc, MPhil, DPhil. | | |
| **The whole research team** | | | |
| 1. Have the researchers undertaken research ethics and integrity training? | | **Yes** | **No** |
| 1. Please provide details of any research ethics and integrity training undertaken, including the dates of the training. Alternatively state relevant research experience. | [Information about online training](http://researchsupport.admin.ox.ac.uk/support/training/ethics).  This could include research methods training that covers ethics or discussions between researchers and supervisors.  NB: the core course of the University’s [research ethics and integrity training](https://researchsupport.admin.ox.ac.uk/support/training/ethics) is now [compulsory](https://researchsupport.admin.ox.ac.uk/article/research-integrity-online-training) for all researchers. | | |
| 1. State any [conflicts of interest](https://researchsupport.admin.ox.ac.uk/governance/integrity/conflict) and explain how these will be addressed. | The University's [conflict of interest policy](https://researchsupport.admin.ox.ac.uk/governance/integrity/conflict/policy) requires all staff and students 'to recognise and disclose activities that might give rise to actual or perceived conflicts of interest’ and to ensure that such conflicts are seen to be properly managed or avoided  If none, please state ‘none’. | | |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| SECTION C: The research project | | | | |
| 1. Title of the research project | | | | |
|  | | | | |
| 1. Anticipated start date of the aspect of the research project involving human participants and/ or personal data (**dd/mm/yy**). | **NB**: Please allow 30 days for the CUREC 1A review process. If you don’t need to start on a specific date it’s fine just to state that you will start once ethics approval is obtained. **Retrospective ethics approval cannot be granted.** | | | |
| 1. Anticipated research end date (**dd/mm/yy**). | NB: Ethics approval can be granted for a maximum of 5 years. | | | |
| 1. Provide a brief lay summary of the aims and objectives of the research. This should cover the questions it will answer and any potential benefits. (max 300 words) | | | | |
|  | | | | |
| 1. Please indicate the methods to be used (indicate with an ‘**X**’): | | | | |
| Analysis of existing records | | |  | |
| Snowball sampling (recruiting through contacts of existing participants) | | |  | |
| Use of casual or local workers e.g. interpreters (refer to guidance in [BPG 01: Researcher safety](https://researchsupport.admin.ox.ac.uk/files/bpg01researchersafetypdf)) | | |  | |
| Participant observation | | |  | |
| Covert observation | | |  | |
| Observation of specific organisational practices | | |  | |
| Participant completes questionnaire in hard copy | | |  | |
| Participant completes online questionnaire or other online task (refer to guidance in [BPG 06: Internet-mediated research](https://researchsupport.admin.ox.ac.uk/files/bpg06internet-basedresearchpdf)) | | |  | |
| Using social media to recruit or interact with participants (refer to guidance in [BPG 06: Internet-mediated research](https://researchsupport.admin.ox.ac.uk/files/bpg06internet-basedresearchpdf)) | | |  | |
| Participant performs paper and pencil task | | |  | |
| Participant performs verbal or aural task (e.g. for linguistic study) | | |  | |
| Focus group | | |  | |
| Interview (refer to guidance in [BPG 10: Conducting research interviews](https://researchsupport.admin.ox.ac.uk/files/bpg10conductingresearchinterviewsv10pdf)) | | |  | |
| [Audio recording](https://researchsupport.admin.ox.ac.uk/covid-19/data#collapse2299901) of participant  (you will generally need specific consent from participants for this) | | |  | |
| [Video recording](https://researchsupport.admin.ox.ac.uk/covid-19/data#collapse2299901) of participant  (you will generally need specific consent from participants for this) | | |  | |
| Photography of participant  (you will generally need specific consent from participants for this) | | |  | |
| Others (please specify below) | | |  | |
|  | | |
| 1. Provide a brief summary of the research design and methods. What will research participants be asked to do? (max 300 words)  Please also submit a copy of the questions participants will be asked, if applicable, or some information about the sorts of topics that will be covered. | | | | |
|  | | | | |
| 1. List the location(s) where the research will be conducted, including any other countries. |  | | | |
| 1. Clarify which parts of the research will be conducted in-person and which will take place remotely, e.g. [online](https://researchsupport.admin.ox.ac.uk/files/bpg06internet-basedresearchpdf). |  | | | |
| 1. If your research involves fieldwork or travel and your department requires a travel risk assessment, will you have completed and returned a risk assessment form beforehand? Please indicate with an ‘**X**’.   (This must be approved by your department before you travel. If you are travelling overseas, you are advised to take out [University travel insurance](http://www.admin.ox.ac.uk/finance/insurance/travel).) Refer to guidance available from your Department, the [Safety Office](https://safety.admin.ox.ac.uk/overseas-travel), the [Social Sciences Division](https://socsci.web.ox.ac.uk/research-fieldwork), and the [Humanities Division](https://www.humanities.ox.ac.uk/health-and-safety#collapse395321), and on [travel for University business](https://safety.admin.ox.ac.uk/coronavirus#collapse1916536). | | Yes | |  |
| No | |  |
| Not required in this instance | |  |
| 1. In the case of international or collaborative research, explain how you will address any ethical issues specific to the local context. Please provide details of the local review, approval or permission obtained or required. Refer to the [BPG 16: Social science research conducted outside the UK](https://researchsupport.admin.ox.ac.uk/governance/ethics/resources/bpg) and the [Code of Conduct for Ethical Fieldwork](https://researchsupport.admin.ox.ac.uk/governance/ethics/resources/bpg). If there will be no local review, explain why not.   Please mention any stakeholder or community engagement that has been/ will be undertaken in relation to the research. Please also address any physical or psychological risks for Oxford researchers and local fieldworkers in [Section G](#_SECTION_G:_Risks). | | | | |
| For collaborative research, the PI should keep a written record of evidence of whether ethics approval is also required by the collaborating institution(s) or whether the latter is prepared to rely on the ethics approval of the University of Oxford (where Oxford is the lead institution). Where ethics approval is required by the collaborating institution(s), copies of the other ethics applications (and confirmation of approval) should be submitted to the DREC or IDREC. | | | | |
| 1. Name of departmental/ peer reviewer (if applicable) |  | | | |
| 1. External organisation funding the research and grant reference (if applicable) |  | | | |
| 1. Please refer to the [CUREC Best Practice Guidance](https://researchsupport.admin.ox.ac.uk/governance/ethics/resources/bpg) and list any that have been used to develop your research. |  | | | |

|  |  |  |
| --- | --- | --- |
| SECTION D: Recruitment of research participants | | |
| 1. Number of participants | An approximate figure or range, e.g. 10s, 100s should be given if the exact number is unknown. | |
| 1. How was the number of participants decided? | NB: The number of participants should be sufficient to achieve useful results but should not be so high as to involve unnecessary recruitment or burden for participants. | |
| 1. Age range of participants | For example, “18 and over”. If participants will be younger than 18 please specify the age range. | |
| 1. Inclusion criteria |  | |
| 1. Exclusion criteria |  | |
| 1. Indicate with an ‘**X**’ all intended recruitment methods   **Please submit copies of the recruitment material that will be used, e.g. advertisement text, introductory email text.** | Poster advert |  |
| Flyer |  |
| Email circulation |  |
| Social media (e.g. Twitter, Facebook) |  |
| Website |  |
| In-person approach |  |
| Snowball sampling |  |
| Recruitment sites (e.g. Mechanical Turk) |  |
| Existing contacts or volunteer database |  |
| Other (please specify): |  |
|  |
| 1. How will potential participants be identified and approached? | Clarify how the recruitment methods indicated in the previous answer will be used. E.g., explain where any adverts will be placed or which mailing lists will be used, if known. | |
| 1. Will informed consent be obtained from the research participants or their parents/ guardians? If not, please explain why not. | If participants are not going to be provided with all the information they need to make an informed decision about participating (e.g. in surveys, so as not to bias responses), please explain why this is necessary and provide details of measures to [debrief](https://researchsupport.admin.ox.ac.uk/governance/ethics/resources/ap#collapse397216) participants afterwards. | |
| 1. For each activity or group of participants, explain how [informed consent](https://researchsupport.admin.ox.ac.uk/governance/ethics/resources/consent) will be obtained from the participants themselves and/ or their parents/ guardians, if applicable. How will their consent be recorded?   **Please submit copies of all participant-facing materials for review.** E.g.:   * Recruitment material (e.g. emails, posters) * Information for participants to read (or hear) before they agree to take part (e.g. written information or, if applicable, an outline oral information script). * A document to record informed consent.   [Further guidance and templates](https://researchsupport.admin.ox.ac.uk/governance/ethics/resources/consent). | An important aspect of conducting ethical research is making sure the research participants have the information they need to make an informed decision about taking part. The information provided should be appropriate to the project and presented in an accessible way. If there is not enough information potential participants might not be able to make an informed decision but if the information sheet is too long or unclear they might not read it properly or it could deter them from taking part.  You may find it helpful to refer to the [guidance on writing for participants](https://researchsupport.admin.ox.ac.uk/files/writingforparticipantspdf). | |
| 1. Provide details of any payments and incentives and the rationale for providing these. Further guidance in [Best Practice Guidance: 05 Payments and incentives in research](https://researchsupport.admin.ox.ac.uk/files/bpg05paymentsandincentivesinresearchv10pdf). | NB: If there won’t be any just state ‘none’. | |
| 1. Describe how participants  * may withdraw from the study * may withdraw any personal information they have provided from the study   State any limits to withdrawal, for example once the data has been [anonymised](https://researchsupport.admin.ox.ac.uk/governance/ethics/faqs-glossary/glossary#A) or at some other specified stage prior to publication. Make sure participants are aware of any withdrawal limits. |  | |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| SECTION E: Research data | | | | | |
| All information provided by participants is considered research data for the purpose of this form. Any research data from which participants can be identified is known as [personal data](https://researchsupport.admin.ox.ac.uk/governance/ethics/faqs-glossary/glossary#P); any personal data which is sensitive is considered [special category data](https://researchsupport.admin.ox.ac.uk/governance/ethics/faqs-glossary/glossary#S). Management of personal data, either directly or via a third party, must comply with the requirements of the UK General Data Protection Regulation (UK GDPR) and the Data Protection Act 2018, as set out in the [University’s Guidance on Data Protection and Research](https://researchsupport.admin.ox.ac.uk/policy/data).  In answering the questions below, please also consider the points raised in the [Data Protection Checklist](https://researchsupport.admin.ox.ac.uk/policy/data/checklist) and [Data Protection Screening Assessment](https://compliance.admin.ox.ac.uk/data-protection-by-design) and whether, for higher-risk data processing, a separate [Data Protection Impact Assessment](https://compliance.admin.ox.ac.uk/privacy-by-design) may also be required for the research. Advice on research data management and security is available from [Research Data Oxford](http://researchdata.ox.ac.uk) and your local IT department. Advice on data protection is available from the [Information Compliance team](mailto:information.compliance@admin.ox.ac.uk).  For guidance on conducting internet-mediated research, refer to CUREC’s [Best Practice Guidance 06: Internet-mediated research](https://researchsupport.admin.ox.ac.uk/files/bpg06internet-basedresearchpdf). | | | | | |
| 1. What data will be collected? (Indicate with an ‘**X**’) | | | | | |
| Screening documents | |  | Task results (e.g. questionnaires, diaries) | |  |
| Consent records ( e.g., written consent forms, audio-recorded consent, assent forms) | |  | IP addresses (refer to [Best Practice Guidance 09: Data collection, protection and management](https://researchsupport.admin.ox.ac.uk/files/bpg09datacollectionandmanagementpdf) for guidance) | |  |
| Contact details for the purpose of this research only | |  | Field notes | |  |
| Contact details for future use ([guidance](https://compliance.admin.ox.ac.uk/mailing-lists#collapse1041266)) | |  | Photographs | |  |
| Opt-out forms | |  | Information about the health of the participant (including mental health) | |  |
| Audio recordings | |  | Previously collected (secondary) data | |  |
| Video recordings | |  | Data already in the public domain. Specify the source of the data: | |  |
|  | |
| Transcript of audio/ video recordings | |  | Other, please specify: | |  |
|  | |
| 1. During the course of the research, where will **each type of** research data be stored? | Give details of storage for each in terms of location and duration.  List here each type of data selected above, and explain how each will be physically transferred (including movement of paper records and electronic downloads, such as for [online surveys](https://researchsupport.admin.ox.ac.uk/governance/ethics/faqs-glossary/faqs#collapse2796436)) from where it is collected to a suitable storage site (e.g. [Nexus 365 OneDrive for Business, SharePoint](https://help.it.ox.ac.uk/nexus365/which-onedrive), University servers). Do not store unencrypted data in freely available cloud services or unprotected USB drives  Refer to the [Best Practice Guidance on Internet-mediated research](https://researchsupport.admin.ox.ac.uk/files/bpg06internet-basedresearchpdf) and [Data collection, protection and management](https://researchsupport.admin.ox.ac.uk/files/bpg09datacollectionandmanagementpdf) for guidance. | | | | |
| 1. Who will have access to the research data during the project? | Give details of supervisors, colleagues and other researchers/ organisations (e.g., other universities, transcription services). Will individuals be identifiable from the data? Explain whether a unique participant number will be used instead of participant name. If identifiable data is to be shared with people external to the University of Oxford, explain how it will be [transferred securely](https://researchsupport.admin.ox.ac.uk/policy/data/transfer). [Confidentiality agreements](https://researchsupport.admin.ox.ac.uk/governance/ethics/resources/consent#collapse1670841) may be necessary if third parties are involved. | | | | |
| 1. Please complete this section if your research involves the use of secondary (i.e. previously collected) data. | **Please indicated with an ‘X’.** | | | **Yes** | **No** |
| Are data access agreements in place for access to and use of this secondary data? (If so, please attach these.) | | |  |  |
| Did the individuals agree that their data could be used for this purpose? | | |  |  |
| Could anyone (including members of the research team) link the data back to an individual or individuals? If this is a possibility, please explain how the associated ethical issues will be addressed: | | |  |  |
|  | | |
| 1. How do you intend to share the research data at the end of the project? | Depositing in a specialist data centre or archive | | |  | |
| Submitting to a journal to support a publication | | |  | |
| Depositing in an institutional repository | | |  | |
| Dissemination via a project or institutional website | | |  | |
| No plans to share the data | | |  | |
| Other (please specify): | | |  | |
|  | | |
| 1. How do you intend to report and disseminate the resultsof the research? (Indicate with an ‘X’) | Thesis publication | | |  | |
| Publication in a peer reviewed journal | | |  | |
| Publicly available report | | |  | |
| Conference presentation | | |  | |
| Publication on a website | | |  | |
| Pre-registration | | |  | |
| Report to a research funder | | |  | |
| Providing participants with a lay summary of the results | | |  | |
| Submission for academic assessment | | |  | |
| Other (please specify): | | |  | |
|  | | |
| 1. Explain what will happen to the data at the end of the research project.  This question must be answered for each type of data, including completed consent forms. | | | | | |
| Please confirm that you will store research data safely for at least 3 years after final publication or public release and adhere to [any additional research funder policies](http://researchdata.ox.ac.uk/funder-requirements).  Describe how and where the data will be stored, and if the researcher is likely to leave the University during this time, outline the plans for ensuring the data is handled in accordance with the detail provided in this form.  Explain any arrangements for making the data available for reuse, including any arrangements for archiving the data. Explain your approach to keeping any personal data. For example, if you wish to retain contact details in order to re-approach participants about future studies, you must explain this to them and [obtain specific consent for this](https://compliance.admin.ox.ac.uk/mailing-lists).  If it is no longer needed, or will not be archived, personal data should be destroyed in order to comply with the UK General Data Protection Regulation and the Data Protection Act, please confirm you will use a secure destruction process and confirm when and how each type of identifiable data will be destroyed. | | | | | |

|  |  |  |
| --- | --- | --- |
| SECTION F: Protection of research participants and their personal data | | |
| 1. How identifiable will the participants be from the [**research outputs**](https://researchdata.ox.ac.uk/university-of-oxford-policy-on-the-management-of-data-supporting-research-outputs)?  (Indicate with an ‘X’) | Directly identifiable from the information included |  |
| [Pseudonymised](https://researchsupport.admin.ox.ac.uk/governance/ethics/faqs-glossary/glossary#P)/ indirectly identifiable |  |
| Not identifiable – data is [anonymous](https://researchsupport.admin.ox.ac.uk/governance/ethics/faqs-glossary/glossary#A) |  |
| Other, please specify: |  |
|  |
| 1. To what extent will the **data** be [de-identified](https://ico.org.uk/for-organisations/guide-to-data-protection/guide-to-the-general-data-protection-regulation-gdpr/what-is-personal-data/what-is-personal-data)? How identifiable will any individuals be from the research data? Describe any measures you will take towards assuring [confidentiality](https://researchsupport.admin.ox.ac.uk/governance/ethics/faqs-glossary/glossary#C), potential risks to confidentiality. |  | |
| 1. How will you ensure that third parties (e.g., interpreters and transcribers) are aware of and adhere to the measures described in this form? | Confidentiality agreement [templates](https://researchsupport.admin.ox.ac.uk/governance/ethics/resources/consent#collapse1670841) are available via the Research Support website and guidance on the international transfer of personal data is available from the [Information Compliance website](https://compliance.admin.ox.ac.uk/international-transfers). | |

|  |
| --- |
| SECTION G: Risks and benefits of the research |
| 1. Will the research involve topics that could be considered [sensitive](https://researchsupport.admin.ox.ac.uk/governance/ethics/faqs-glossary/glossary#S)? If so:    1. Please provide more detail or supporting information (such as the interview questions) to show the range of questions;    2. Explain what steps will be taken to reduce risk of distress;    3. Consider seeking advice from within your Department or from the ethics committee including whether the application might benefit from additional ethics review (e.g., via a CUREC 2 application). |
|  |
| 1. Describe any additional burden or risks to the participants or others, including the potential for any indirect negative consequences. Explain the steps you will take to address these. |
| Include other sorts of risk not mentioned elsewhere in your application, e.g., for projects in or near conflict zones. |
| 1. Describe any physical or psychological risks to the researcher(s) (including local fieldworkers or research assistants) and the steps you will take to address these. |
| [BPG 01: Researcher Safety](https://researchsupport.admin.ox.ac.uk/governance/ethics/resources/bpg) contains guidance on addressing physical risks to researchers and the SSD website contains [vicarious trauma](https://socsci.web.ox.ac.uk/fieldwork) resources. |
| 1. Describe any benefits of the research, both to participants and to others.  Outline the processes put in place to enable equitable research (see [BPG 16 Social science research conducted outside the UK](https://researchsupport.admin.ox.ac.uk/files/bpg16ethicalreviewofsocial-sciencebasedresearchoverseasv10pdf) for further guidance). |
|  |
| 1. Comment on the societal impact. |
|  |
| 1. Give details of any other ethical issues or relevant information. |
|  |

|  |  |  |
| --- | --- | --- |
| SECTION H: Professional guidelines | | |
| Please indicate with an ‘**X**’ at least one set of professional guidelines you will follow. | | |
| **Research specialism/ methodology** | **Association and guidance** | |
| Anthropology | [Association of Social Anthropologists of the UK](https://www.theasa.org/ethics) |  |
| Computer Science | [ACM Code of Ethics and Professional Conduct](https://www.acm.org/code-of-ethics) |  |
| Criminology | [British Society of Criminology Statement of Ethics](http://www.britsoccrim.org/ethics) |  |
| Education | [British Educational Research Association Ethical Guidelines for Educational Research](https://www.bera.ac.uk/researchers-resources/publications/ethical-guidelines-for-educational-research-2018) |  |
| Geography | [American Association of Geographers Statement on Professional Ethics](https://www.aag.org/statement-of-professional-ethics/) |  |
| History | [Oral History Society of the UK Ethical Guidelines](http://www.ohs.org.uk/advice/ethical-and-legal/) |  |
| Internet-mediated research | [Association of Internet Researchers Ethical Guidelines](http://aoir.org/ethics/)  [British Psychological Society: Ethics Guidelines for internet-mediated research](https://www.bps.org.uk/news-and-policy/ethics-guidelines-internet-mediated-research-2017)  [Association for Computing Machinery Code of Ethics and Professional Conduct](https://www.acm.org/code-of-ethics) |  |
| Management | [Academy of Management Code of Ethics](https://aom.org/about-aom/governance/ethics) |  |
| Political Science | [American Political Science Association (APSA) Guide to Professional Ethics in Political Science](http://www.apsanet.org/RESOURCES/For-Faculty/Ethics) |  |
| Politics | [Political Studies Association. Guidelines for Good Professional Conduct](http://www.psa.ac.uk/sites/default/files/GUIDELINES%20FOR%20GOOD%20PROFESSIONAL%20CONDUCT.pdf) |  |
| Psychology | [British Psychological Society Code of Ethics and Conduct](https://www.bps.org.uk/guideline/code-ethics-and-conduct) |  |
| Social research | [Social Research Association: Ethical Guidelines](https://the-sra.org.uk/SRA/Ethics/Research-ethics-guidance/SRA/Ethics/Research-Ethics-Guidance.aspx?hkey=5e809828-fb49-42be-a17e-c95d6cc72da1) |  |
| Socio-legal studies | [Socio-Legal Studies Association: Statement of Principles of Ethical Research Practice](https://www.slsa.ac.uk/index.php/ethics-statement) |  |
| Sociology | [The British Sociological Association: Statement of Ethical Practice](https://www.britsoc.co.uk/ethics) |  |
| Visual research | [ESRC National Centre for Research Methods Review Paper:  Visual Ethics: Ethical Issues in Visual Research](http://eprints.ncrm.ac.uk/421) |  |
| Other professional guidelines | List any other guidelines used here. |  |

|  |  |
| --- | --- |
| SECTION I: Endorsements and signatures | |
| Please ensure this form is endorsed by the [Principal Investigator](http://researchsupport.admin.ox.ac.uk/governance/ethics/faqs-glossary/glossary#P) (or student’s supervisor), the Head of Department (or nominee) and, if student research, by the student themselves.  **The SSH IDREC Secretariat accepts either option below. If you have a** [**DREC**](https://researchsupport.admin.ox.ac.uk/governance/ethics/committees/drecs)**, check which signature option it prefers.**   * **Option 1:** **direct email endorsements**   Each of the signatories should submit an email from a University of Oxford email address, indicating their acceptance of the responsibilities listed below.   * **Option 2:** **signatures**   Please scan the signed form and email it to us as a PDF. Pasted images of signatures cannot be accepted. | |
| **Endorsement by the Principal Investigator/ student supervisor and student, if applicable** | |
| I/ we the researchers understand my/ our responsibilities as Principal Investigator (and student, if applicable) as outlined in the guidance on the CUREC website. I/ we declare that the answers above accurately describe the research as presently designed, and that the ethics committee will be informed of any changes to the project which affect the answers to this form.  I/ we will inform the relevant IDREC if the Principal Investigator changes. | |
| Name of Principal Investigator |  |
| Principal Investigator’s signature | Instead of a signature, endorsement may be provided by an email confirming the points above. |
| Date |  |
| Name of student (if applicable) |  |
| Student’s signature | Instead of a signature, endorsement may be provided by an email confirming the points above. |
| Date |  |
|  | |
| **Departmental endorsement** – from the Head of Department or nominee  (Another senior member of the department may sign where the head of department is the Principal Investigator, or where the Head of Department has appointed a nominee. Example nominees include Deputy Head of Department, Director of Research, or Director of Graduate/ Undergraduate Studies.) | |
| On the basis of the information available to me, I confirm that:   * I am aware of the research proposed and have read this application; * To the best of my knowledge, the proposed design and scientific methodology do not raise ethical concerns; * I support this research in principle, subject to ethical and other necessary reviews. | |
| Signature | Instead of a signature, endorsement may be provided by an email confirming the points above. |
| Name |  |
| Role |  |
| Date |  |