Application for Undergraduate Use of Human Participants in Research

Before completing this form, you must have your supervisor review your consent form, debriefing form, and any measures or interview questions to be used in your study. Your consent and debriefing forms must not have any grammar or punctuation errors. They must use normal everyday language to explain your study to the participants. Jargon and excessive references are not permitted.

This application form plus the following documents must be sent in a single email:

* Consent form
* Debriefing form
* Examples of items from all measures, questionnaires, sample interview questions to be used in the study
* Advertisements/flyers
* Ethics Course completion certificates
* Check-list

(http://www.sss.ntu.edu.sg/Programmes/psychology/research/Pages/Code-of-Ethics.aspx)

Put "FYP ethics: <your name>" or “URECA ethics: <your name>” in the subject line of your email, cc your supervisor, and send it to the ethics committee: [psych.ethics@ntu.edu.sg](mailto:psych.ethics@ntu.edu.sg) Use your NTU email to send it.

Your research (including any pilot studies) may proceed only after: 1) the ethics committee determines that the proposed project abides by the Psychology Programme’s guidelines for ethical research and 2) your study is registered in the Programme ethics database. Proposals that are incomplete or in violation of these guidelines will be returned for revision. Data collected (including pilot data) without ethics approval may not be used in an FYP or URECA project.

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| --- | --- | --- |
|  | My supervisor reviewed this form, the consent form, debriefing form, and any measures or interview questions to be used in this study before it was submitted to the ethics committee. | |
|  | My/our consent and debriefing forms do not have grammar or punctuation errors. They use normal everyday language to explain the study to the participants. |

FYP  URECA  FYP-URECA

Supervisor:

Application Date:

**FYP/URECA completion semester**:

**Applicant(s):**

Student 1:

Student 1 email:

Student 2:

Student 2 email:

**Project Title**:

Purpose of Study (100-250 words):

PARTICIPANTS

|  |  |
| --- | --- |
|  | Does this study entail possible risk of harm and/or stress beyond that encountered in daily life? |
|  | Maximum number of participants |
|  | My participants include people older than 65 or under 18 |
|  | I plan to use only participants from the RP pool |
|  |  |

If any of your participants are NOT from the RP pool, describe them and how they will be recruited.

**If any of your participants are NOT from the RP pool, you will need to verify that they are 18 or over.**

|  |  |
| --- | --- |
|  | When do you plan to collect data? |
|  | Participants will be tested in this manner. |
|  | Number of individuals per group (if testing in groups) |
|  | Estimate the amount of time (in minutes) to test each participant (or each group of participants If they will be tested in groups). |
|  | Estimate the total amount of time (in hours) you will spend collecting data. |

Clearly explain how you arrived at your calculation for the total amount of time you will spend collecting data:

If you are applying for more than 40 participants per FYP student, provide a justification for the number requested. (You will only be able to access 40 RP participants until “open season” at the end of the semester.)

PROCEDURES

How will the confidentiality of information obtained from participants be maintained?

      Is deception used?

If Yes, what deception or misinformation will be used? Why is it necessary?

How will participants be debriefed?

Summarize the procedure you will use with your participants.

Describe your materials and tools (i.e., surveys, software, devices). Provide examples of your items or attach the complete measure or sample stimuli in a separate file.

I have read the ethical principles and code of conduct and agree to abide by them. I also agree to report to the ethics committee any substantive and relevant changes in procedures and instruments.

After the electronic version of your ethics application has been accepted by the ethics committee, you will be sent an email enabling you to register your study in the online database. Only after your study is registered online can you begin collecting data. After your study has been registered, your signature form will be put on file with the Psychology Programme office.

Programme: Psychology Date:

Project Title:

|  |  |
| --- | --- |
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      Maximum number of total participants

      Proposed number of RP participants

This undergraduate study has been reviewed by the Programme’s Ethics Committee and is determined to be suitable for exemption from NTU IRB review.