

Research Ethics Application Form

It is necessary to gain ethical approval before conducting research under the auspices of Umm AlQura University English Language Institute (UQUELI). This approval is necessary to seek for both preliminary and pilot studies. You are, therefore, required to provide the information by answering all relevant questions in the form.

Note: incomplete form will NOT be accepted.

Section 1: Project details		
1	Project title	
2	Principal Investigator (PI)	
3	Co-Investigators/Partners/ Collaborators	
4	Department	
5	Start date	
6	End date	
7	Funder if there is any	

Section 2: Research methods summary (tick all that apply)	
<input type="checkbox"/> Interviews	<input type="checkbox"/> Use of personal records
<input type="checkbox"/> Focus groups	<input type="checkbox"/> Secondary data analysis
<input type="checkbox"/> Questionnaires	<input type="checkbox"/> Controlled trial/other intervention study
<input type="checkbox"/> Action research	<input type="checkbox"/> Advisory/consultation/collaborative groups
<input type="checkbox"/> Observation	<input type="checkbox"/> Other, give details:
<input type="checkbox"/> Literature review	<input type="checkbox"/>

Please give an overview of the research while focusing on what methodology will be employed. *Minimum 150 words required.*

Section 3: Research Participants (tick all that apply)

<input type="checkbox"/> Students	<input type="checkbox"/> Teachers
<input type="checkbox"/> Male	<input type="checkbox"/> Male
<input type="checkbox"/> Female	<input type="checkbox"/> Female

Section 4: Systematic reviews of research (if applicable)

a. Will you be collecting any new data from participants?	Yes <input type="checkbox"/> *	No <input type="checkbox"/>
b. Will you be analyzing any secondary data?	Yes <input type="checkbox"/> *	No <input type="checkbox"/>

* Give further details about secondary data

Section 5: Attachments (Please attach the following items to this form, or explain if not attached).

Information sheets, consent forms and other materials to be used to inform potential participants about the research (<i>List attachments below</i>)	Yes <input type="checkbox"/> *	No <input type="checkbox"/>
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Section 6: Acknowledgements

Relevant persons and organizations (e.g. Umm AlQura University English Language Institute - UQUELI) have been acknowledged in your research.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
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Section 7: Declaration

I confirm that to the best of my knowledge the information in this form is correct and that this is a full description of the ethical issues that may arise in the course of this project.	Yes <input type="checkbox"/> *	No <input type="checkbox"/>
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Name	
Date	

Please submit your completed ethics forms to the dean of the English Language Institute at eli@uqu.edu.sa