Application for Research Ethical Review

Date: \_\_\_ / \_\_\_ / \_\_\_\_\_\_

To: Chairperson, Research Ethics Committee, Tokyo Metropolitan University Arakawa Campus

|  |  |  |  |
| --- | --- | --- | --- |
| Acceptance No.\*For office use |  |  |  |
| Application status\*Mark the type of review applied for | Normal review | □ subcommittee review　　　　　□ committee review |
| Expedited review | □ subcommittee review　　　　　□ committee review |
| (Applicable classification) □ 1) □ 2) □ 3) □ 4) □ 5)For the relevant classification, see "Guidelines for Research and Safety Ethics Audit Research and Safety Ethics at Tokyo Metropolitan University Arakawa Campus” on page 8 |
| □ Simple review |
|  Name of research topic |  |
| Category | Department / Post | Name (signature) |
| 1. Applicant | (1) Applicant | \*Students: State your graduate school, department, course and ID No. (Example: Master’s course, Department of xxx, Graduate School of Human Health Sciences, 11111111)\*Instructors: State their graduate school, department and position (Example: Professor, Department of xxx, Graduate School of Human Health Sciences) | \*To be signed by the applicant\*Only TMU students can apply |
| Contact email address | @ |
| (2) Supervisor | Confirmed on: \_\_\_\_ / \_\_\_\_ / \_\_\_\_\_\_\_\_\*To be signed and date of confirmation entered by supervisor |
| 2. Researchers | (1) Researchrepresentative | \*Students: State your graduate school, department, course and ID No. (Example: Master’s course, Department of xxx, Graduate School of Human Health Sciences, 11111111)\*Instructors: State your graduate school, department and position (Example: Professor, Department of xxx, Graduate School of Human Health Sciences) | \*To be signed by the research representative |
| (2) Joint researchers(or contributingResearchers) | \*TMU instructors: State their graduate school, department, position and name (Example: Taro Arakawa, professor, Department of xxx, Graduate School of Human Health Sciences)\*Other instructors: State their organization, position and name□ The content of amendments or changes made after the application has been explained to the joint (or contributing) researchers and their consent obtained. (Note: Only when amendments have been made after review and when re-applying) |
| 4. Attachments\*Mark all submitted documents and add document numbers. | ☑(i) Application for Research Ethical Review (this form)□ (ii) Research protocol for Research Ethical Review (form appended to “Guidelines on Research Safety Ethics”)□ (iii) Research Cooperation Request Form (to cooperating institutions and facilities) …Doc. \_\_\_□ (iv) Explanation to Research Subjects…Doc. \_\_\_□ (v) Consent Form for Research Subjects or Legal Representatives…Doc. \_\_\_□ (vi) Record form regarding provision of specimens and information…Doc. \_\_\_□ (vii) Notification form regarding provision of specimens and information…Doc. \_\_\_□ (viii) Questionnaire and other documents for distribution (if distributed to research subjects) …Doc. \_\_\_□ (ix)Literature, documents and others related to the research (if appending originals or copies of literature or documents) …Doc. \_\_\_□ (x) Approval certification issued by another institution’s Ethical Review Committee□ (xi) Consent Form for Joint (or Contributing) Researchers (form specified in “Guidelines on Research Safety Ethics”)□ (xii) Other |
| 5. Outline of amendments or changes\*Complete in the following cases.・If submitting amended documents to the Committee based on issues flagged by the Subcommittee・If amending the research protocol in line with issues flagged in the Assessment Notice after receiving assessment of approval・If changes made to the research protocol after receiving the approval correspond to expedited review | Matters raised in the review\*Indicate the content of issues flagged in the Assessment Notice | Status of amendments or changes\*Indicate the status of amendments or changes based on the flagged issues |
| ・・・ | ・・・ |
| 6. Remarks | \*Give details of relevant ethical reviews by external bodies \*When it is a research to perform with the furtherance such as Grants‐in‐aid for Scientific Research, list the kind, research number, a theme, and a research representative name.\*When the person concerned uses a part of the research data for the academic dissertation or the graduation research, please state so. |