# Image result for carleton logoSchool of Linguistics and Language Studies

**Research Ethics Sub-Committee Board**

**Ethics Renewal/Change of Protocol/Closure Form**

**for**

**SLaLS Course-Based Projects and Research Essays**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Ethics Protocol Clearance ID: | | | |  | |
| Principal Investigator/Course Instructor: | | | | |  |
| Study Title/Course Code: | | |  | | |
| Date: |  | | | | |
| Clearance Expires: | |  | | | |

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| **General Information** |  |  |  | | | | |  |  | |
| 1. Are you requesting a renewal, change of protocol, or closure? | | | | |  | | | | |
| 2. When did recruitment begin, or when do you anticipate recruiting? | | | | |  | | | | |
| 3. What is the expected project completion date? | | | | |  | | | | |
| 4. Does this research exclusively involve secondary data analysis? | | | | YES | | NO |
| If Yes, the remainder of this form is not applicable. Please proceed to signatures. | | | | | | | | | | | |

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| **Project Status** | | | |  | |  |  | | | | | | | | | | | | | | | | | | |  | |  | | |
| 1. Not yet recruiting participants: | | | | | | | | YES | NO |  | | | |
| 2. Currently collecting data from participants: | | | | | | | | YES | NO |  | | | |
| 3. Data collection has ended, and data analysis is ongoing: | | | | | | | | YES | NO |  | | | |
| **Research Participants** | | |  | |  | | | | | | | | | | | | | | | | |  | | | | | | |  |  | |
| 1. Have there been changes to the participant group originally selected for the project: | | | | | | | | | | | | | | | | | | YES | | NO | | |
| If Yes, please provide details of the changes and attach copies of all revised documents: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2. How many participants have been recruited and completed the study: | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | |
| 3. How many participants have withdrawn from the study: | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | |
| 4. Have participants experienced any adverse effects as a result of their participation in the study: | | | | | | | | | | | | | | | | | | | | | | | | YES | NO | |
| If Yes, describe the adverse effects in detail and how the situation(s) was/were resolved (Please NOTE that all adverse effects MUST be reported to SLaLS RESB): | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| 5. What procedures/safeguards have been instituted to protect participants from these risks: | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | | |
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| **Methodology** | | |  | |  | | | | | | | | | | | | | | | | |  | | | | | | |  |  | |
| 1. Are there proposed changes to the methodology or project design? | | | | | | | | | | | YES | | NO | |
| If Yes, please provide details of the changes: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| **Other Changes** | | |  | |  | | | | | | | | | | | | | | | | |  | | | | | | |  |  | |
| 1. Please include details of other changes to your project not covered in this form: | | | | | | | | | | | | | | | |  | | | | | | | | | | | | |
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| **Signatures** | | |  | |  | | | | | | | | | | | | | | | | |  | | | | | | |  |  | |
| *Principal Investigator/Course Instructor:* | | | | | | | | | | | | | | | |
| Signature: | |  | | | | | | | | | | | | | | | Date: | | | |  | | | | | | | | | |
| *RESB Chair:* | | | | | | | | | | | | | | | |
| Signature: | |  | | | | | | | | | | | | | | | Date: | | | |  | | | | | | | | | |
|  | |  | | | | | | | | | | | | | | |  | | | |  | | | | | | | | | |

## Notes

* The research team does not have clearance to carry out research with human participants without a renewal of their ethics clearance.
* This form (completed) is required by the SLaLS RESB as part of its obligation to the Carleton University Research Ethics Board-A (CUREB-A).