

**FACULTY OF HUMANITIES**

**RESEARCH ETHICS COMMITTEE**

**STAFF PROPOSAL RENEWAL FORM**

* The purpose of this form is for researchers to report to the REC annually on the progress of their research
* The completed form is to be submitted by email to: humanitiesethics@uj.ac.za on each anniversary of the granting of ethical clearance

|  |  |  |  |
| --- | --- | --- | --- |
| Staff Member’s Name |  | Staff Member’s Number |  |
| Department/Centre/ Division |  |
| Research Proposal Title |  |
| Original Ethics Clearance Number |  | First Clearance Date |  |
| Last Renewal Date(if applicable) |  | Number of Renewals |  |

**Instructions:**

* Please complete all sections 1-5 below and provide explanations or clarifications where required.

|  |
| --- |
| **1. Stage of Ongoing Research (***Mark with an X inside the box***)** |
|

|  |  |  |  |
| --- | --- | --- | --- |
|  |  |  |  |
| * 1. Data Collection Ongoing
 |  | * 1. Data Collection Complete
 |  |

|  |  |  |  |
| --- | --- | --- | --- |
| * 1. Data Analysis Ongoing
 |  | * 1. Data Analysis Complete
 |  |

|  |  |  |  |
| --- | --- | --- | --- |
| * 1. Research Report/Dissertation/ Thesis Writing Ongoing
 |  | * 1. Research Report/Dissertation/ Thesis Writing Complete
 |  |
|  |  |  |  |

 |

|  |
| --- |
| **2. Research Progress:** (Please provide an overall summary of the research progress from the last clearance approval or renewal date to the current date, whichever is applicable) |

Click here to enter your progress report.

|  |
| --- |
| 1. **Informed consent of participants and assent of minors (where applicable)**
 |
| Have there been any challenges in obtaining consent from participants to provide data in the period covered by this report? |
|

|  |  |  |  |
| --- | --- | --- | --- |
|  |  |  |  |
| * 1. Yes
 |  | * 1. No
 |  |

If yes, please explain details below, and indicate how they were handled:Click here to enter your explanation. |
| 1. **Changes in data collection or storage methods**
 |
| Have there been any changes in data collection methods or storage in the period covered by this report? |
|

|  |  |  |  |
| --- | --- | --- | --- |
|  |  |  |  |
| * 1. Yes
 |  | * 1. No
 |  |

If yes, please explain details below, and indicate how they were dealt with:Click here to enter your explanation. |
| 1. **Withdrawal of participants**
 |
| Has there been any withdrawal of participants in the period covered by this report? |
|

|  |  |  |  |
| --- | --- | --- | --- |
|  |  |  |  |
| * 1. Yes
 |  | * 1. No
 |  |

If yes, please explain details below, and indicate how they were handled:Click here to enter your explanation. |

|  |  |  |  |
| --- | --- | --- | --- |
| Researcher Signature |  | Date (DD/MM/YYYY) |  |