

**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](mailto:humanitiesethics@uj.ac.za) on each anniversary of the granting of ethical clearance

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| --- | --- | --- | --- |
| 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.

|  |
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| **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 |  | |  |  |  |  | |

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| **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.

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| 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) |  |