



Application for Ethics Approval

Read the following before you proceed with the application:

- Please read the *Cook Islands Research Ethics Guiding Principles for Research Involving Human Participants* and the *Guiding Principles for Research Conducted in the Cook Islands* for information
- Use Arial 11 and single space
- Grammar and spell check your application
- Answer all questions with full sentences and use the space provided by extending the text box as required. Where questions are not applicable to you write n/a.

Project Title	
Researcher/s	
Supervisor/Mentor	
Is ethical approval being sought from another institution?	
Proposed project duration:	
Start date:	End date:
Funding for the Project	

1. Research Design

Research aims and objectives (Bullet point).
Background to the project. Include research question/s and methodology.



Outline methods used for data collection
Identify and explain the possible ethical issues arising from this project and describe how you will mitigate the issues

2. Participants

Identify and describe your participants.
If participants are from vulnerable groups, how is their consent obtained?
Does the research protect the anonymity and confidentiality of participants and their information?
Will participants experience any psychological, emotional or physical distress?
How will you recruit participants?
Are any potential participants being excluded?
Are there any potential conflicts of interest when inviting potential participants?



Is there any compensation involved for participation?
Can participants withdraw from the research up to the date that data analysis begins?
Are participants informed of how their raw data will be used?
How much time is required of participants?

3. Research Process

How is informed consent obtained?
What country will you store and then destroy participant data?
Are audio/video recordings used?
Who has access to data apart from the principal researcher?
Apart from the principal researcher, who will carry out data collection?



How will results of the research be disseminated to the participants and wider community?
Is there any potential harm to the researcher?

4. Impact of research

Describe the benefits of your research to the development of the Cook Islands?
Are there any cultural issues that need to be addressed?



Application Checklist (Please delete whichever is not applicable)

A. Risk of Harm				
	1.	Does the research involve situations in which the researcher may be at risk of harm?	YES	NO
	2.	Does the research involve the use of any method, whether anonymous or not, which might reasonably be expected to cause discomfort, pain, embarrassment, psychological or spiritual harm to the participants?	YES	NO
	3.	Does the research involve processes that are potentially disadvantageous to a person or group, such as the collection of information which may expose the person/group to discrimination?	YES	NO
	4.	Does the research involve collection of information about illegal behaviour(s) which could place the researcher or participants at risk of criminal or civil liability or be damaging to their financial standing, employability, professional or personal relationships?	YES	NO
*	6.	Does the research involve any intervention administered to the participant, such as drugs, medicine (other than in the course of standard medical procedure), placebo, environmental conditions, food/drink?	YES	NO
	7.	Does the research involve physical pain beyond mild discomfort?	YES	NO
B. Informed and Voluntary Consent				
	1.	Does the research involve participants giving oral consent rather than written consent? (If participants are anonymous the response is No).	YES	NO
	2.	Does the research involve participation of children (seven years old or younger)?	YES	NO
	3.	Does the research involve participation of children under sixteen years of age where parental consent is not being sought?	YES	NO
	4.	Does the research involve participants who are in a dependent situation, such as people with a disability?	YES	NO
*	5.	Does the research involve participants who are being asked to comment on employers?	YES	NO
	6.	Does the research involve participants (other than children) whose capacity to give informed consent is in doubt?	YES	NO
C. Research location				
	1.	Will the research be conducted in the Cook Islands?	YES	NO
D. Privacy and confidentiality issues				
	1.	Does the research involve evaluation services or organisational practices where information of a personal nature may be collected and where participants may be identified?	YES	NO
	2.	Does the research involve collection of personal information where participants may be identified?	YES	NO
	3.	Does the research involve matters of commercial sensitivity?	YES	NO
E. Deception				
	1.	Does the research involve deception of the participants, including concealment or covert observations?	YES	NO
F. Conflict of interest				



*	1.	Does the research involve a conflict of interest or the appearance of a conflict of interest for the researcher (for example, where the researcher is also the lecturer/teacher/colleague or employer of the participants, or where there is a power relationship between researcher and participants)?	YES	NO
G. Cultural sensitivity				
	1.	Does the research raise any specific ethnic or cultural issues	YES	NO
H. Requirements imposed from outside the Cook Islands				
	1.	Does the research involve a requirement imposed by an organisation outside of the Cook Islands?	YES	NO
I. Attachments				
	1	Have you attached Participant Information Sheet in English and Cook Islands Maori?	YES	NO
	2	Have you attached Consent Form in English and Cook Islands Maori?	YES	NO