

Guide to Students in the School of Education: Applying for Ethical Clearance to conduct research

NOTE: We will be moving to an online submission system this year. Please check the School of Education website before you complete your ethics application

Procedure:

1. Read the UCT code of ethics; the School of Education Research Ethics document as well as the application form (available on the SoE website under resources: <http://www.education.uct.ac.za/edu/resources>)
2. Meet with your supervisor to discuss ethical issues and requirements in relation to your proposed research.
3. Complete the UCT Ethics application form and draft information sheets and consent letters to your supervisor's satisfaction. Your supervisor is the first reviewer of your application and must sign your form along with you before you submit it.
4. Submit the following documents electronically & in hard copy:
 - Completed research proposal
 - Completed UCT SoE Ethics application form
 - Information letter for participants
 - Consent form/s for participants
 - Copies of interview questions (or guide) if appropriate
 - Copy of questionnaire (if appropriate)

NOTE: If you are conducting research in a government school that falls under WCED, you will need to get ethical clearance from the School of Education BEFORE making that application.

Applications must be submitted **electronically** to Azeem.Badroodien@uct.ac.za and copied CC to Thembakazi.Rala@uct.ac.za

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