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

Process:
1. Read the UCT code of ethics; the School of Eduction Research Ethics document as well as the application form (available on the SoE website: 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

If research involves human participants:
    - 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 BEFORE making that application.

Applications must be submitted electronically to Carolyn.McKinney@uct.ac.za and copied (cc) to Thembakazi.Rala@uct.ac.za as well as in hard copy to Carolyn McKinney.

Rev 5 December 2016
Carolyn McKinney