**Annex 5**

**East European University**

**Research ethics approval form[[1]](#footnote-2)**

***Part I - Information about the applicant***

1. Name, surname:
2. Personal number:
3. Status: ☐ Student ☐ Academic staff (please mark)
4. Faculty and program name:
5. Year of enrolling the university/starting work:
6. Application submission: ☐ new ☐ repeated (please mark)
7. Information about the scientific supervisor/research supervisor:

***Part II - Information about the proposed research***

1. Full name of the research (the name of the scientific topic must be the same in all documents of the research project):
2. Estimated date of start of research:
3. Goals:
4. Description of the research and its justification:
5. An outline of the research methods to be used in the research, including the type of prospective study participants:
6. Additional questions:

* Will it be necessary to involve participants in the research without their consent or by deception (for example, surreptitious observation of people in non-public places)?
* Will the research take place in a public (physical or virtual) space (for example, in a city, at a public event, online chat, online event) in which participants will have a reasonable expectation that their behavior will be monitored?

***Part III - Anonymity, Privacy and Consent*** *(Please submit the proposed consent form for participation in the research)*

1. Do you inform participants that their participation is voluntary and that they have the right to withdraw from the research at any time without penalty?
2. Will you make audio and/or video recording of the interviews, focus group and/or observations? Will you obtain written consent about participation in the research?
3. Please provide detailed information on how participants' anonymity will be protected in the recordings and after they are decrypted.
4. How do you ensure that transcripts are checked and/or verified by the participant(s)?
5. How does data storage comply with the requirements of the Georgian government? Please describe physical security measures to ensure the security of personal data during research.
6. Will you inform participants that their data will be used confidentially, since the restrictions on confidentiality and anonymity will be stated in your "**Participant Information Sheet"?**
7. Will participants/organizations providing access to the data receive any incentives or compensation for participating in the research (other than reasonable compensation, such as expenses and compensation for time spent)? If so, what kind of incentive or compensation will it be?
8. Will you need to arrange a debriefing meeting to avoid any misunderstandings and make sure that the participants understand the essence of the scientific research?
9. What impact might your research have on the participants, organizations, researchers, or other individuals directly or indirectly involved in the research?

***Part IV - Other issues***

1. Does the research involve ethical and/or legal issues that have not yet been discussed but should be taken into account? If so, how should they be accounted for?
2. Does the research pose any safety risks to you or others that would be greater than you would encounter in your everyday life?
3. Are there any conflicts of interest that need to be declared regarding this research? If any, please name it.

**Signatures and dates**

Student

Head(s) of the scientific community

or

Research supervisor(s)

1. Note: This page contains data about your research that is subject to auditing and monitoring. [↑](#footnote-ref-2)