Research method involves human participants

If research involves health aspects then need Health Board ethical approval

If research could be of interest to Māori then need Ngai Tahu consultation

Category A
Approval at University level

- Personal details being collected
- Other conditions
- Committee meets on a monthly basis
- See University website

Download form here

Category B
Approval at Department level

- No personal details being collected
- See University website

Download form here

Ethical Approval Category A

1. Fill in forms capturing your research
- See sample form
- See tips for filling in the form

2. Pass completed draft to Department Ethics Officer (DEO)

What the DEO is looking for:
- *A full description of your research*
- *Signals of anonymity & confidentiality*

3. Make any necessary changes and then return to DEO

4. The application is then sent to the HOD for final check and signing

The signed copy is then sent back to you
Copies then need to be sent to the University Ethics Committee Coordinator by the researcher

5. What happens next:
- Your application form is read by all committee members
- It is discussed at the monthly meeting
- If there are any changes or issues with your research you will hear soon after the meeting
- You are expected to make the changes in order to receive ethical approval for your research
- In some cases you may be required to resubmit your forms to the committee before approval is given

APPROVAL

Ethical Approval Category B

1. Fill in forms capturing your research
- See sample form
- See tips for filling in the form

2. Pass completed draft to Department Ethics Officer (DEO)

What the DEO is looking for:
- *A full description of your research*
- *Signals of anonymity & confidentiality*

3. Make any necessary changes and then return to DEO

4. The application is then sent to the HOD for final check and signing

A copy is then sent to Ethics Committee

APPROVAL