****

**Application form for ethical review**

**Use this form to apply for an ethical review of your research project. The application is sent to the ethics advisor at your faculty, who will process the application and provide feedback.**

All research projects, including those of doctoral students, must pass an ethical review before the project can start. This applies for both internally and externally financed research projects. The ethical reviews shall be documented and registered.

In this context, a research project is described as “research activities that are clearly defined in terms of time and purpose, often tied to a specific assignment or specific people.” This includes basic research, applied research and development work, regardless of the type of funding. Note that ethical review applies to the specific projects and not the general plan of a doctoral project as described in an ISP.

*\* = required information*

## Information about the project

### Project title:\*

|  |
| --- |
| The title of the research project |

### Principal investigator:\*

|  |
| --- |
| Principal investigator |

### Faculty \* HS HNT

### Ethical review application\*

New application

Amendment to previous application

### Previous registration number:

|  |
| --- |
| Previous registration number |

## Determine if the research is subject to the Ethical Review Act

[This act](https://www.riksdagen.se/sv/dokument-lagar/dokument/svensk-forfattningssamling/lag-2003460-om-etikprovning-av-forskning-som_sfs-2003-460) applies to research that includes processing of

1. [sensitive personal data](https://www.imy.se/verksamhet/dataskydd/det-har-galler-enligt-gdpr/introduktion-till-gdpr/personuppgifter/kansliga-personuppgifter/) according to the General Data Protection Regulation (GDPR)

*or*

1. personal data on transgressions of the law, including crime, judgments in criminal cases, coercive measures or administrative deprivation according to the General Data Protection Regulation (GDPR).

This act also applies to research that

1. in involves physical procedures on a research participant,
2. is conducted using a method that aims to influence the research participant physically or mentally, or which involves an evident risk of harming the research participant physically or mentally,
3. concerns studies of biological material taken from a living person and which can be traced back to this person,
4. involves physical procedures on a deceased person,
5. concerns studies on biological material taken from a deceased person for medical purposes and which can be traced back to this person.

### Does the research contain any of the above?\*

Yes  No

If you answered YES to any of the questions above, a complete application form found at [etikprovningsmyndigheten.se](https://etikprovningsmyndigheten.se/) shall instead be filled out and sent to the Research Ethics Committee at   
Karlstad University.

If you answered NO to all questions, please continue and complete this form.

## The aim of the project

### Describe the aim of the project:\*

|  |
| --- |
| Describe the aim of the project |

## Information about research participants and personal data

### Will the research include research participants?\*

Yes  No

### Will the research participants be informed?

Yes  No

### Will the research participants be asked to give their consent?

Yes  No

### Describe the research participants

*For example, state their age and how the research participants are chosen and informed. If the research participants will not be informed or if consent will not be obtained, you must justify this decision.*

|  |
| --- |
| Describe the research participants involved |

### Will personal data be processed?\*

Yes  No

### Will consent for the processing of personal data be obtained?

Yes  No

### Describe what kind of personal data that will be processed and what kind of material that will be collected. Also describe how the personal data will be collected and stored and for how long.

*If consent will not be obtained, you must justify this decision.*

|  |
| --- |
| Describe what kind of personal data will be processed and what kind of material will be collected. Also state how the personal data will be collected and stored and for how long. |

### Will anyone outside of Karlstad University have access to the data?\*

Yes  No

### Specify who will have access to the personal data:

|  |
| --- |
| Specify who will have access to the personal data |

## Information about research participants and personal data

### Will the personal data be transferred to a third country?\*

Yes  No

### If so, specify which country or countries and why:

|  |
| --- |
| If so, specify which country or countries and why |

### Will the study include animals?\*

Yes  No

### Have you acquired the required ethical permit for studies on animals?

Yes  No

### State the registration number for the required ethical permits for studies on animals:

|  |
| --- |
| State the registration number for the required ethical permits for studies on animals |

## Ethical reflection

### Reflect on and briefly discuss the studies from an ethical perspective:\*

|  |
| --- |
| Reflect on and briefly discuss the studies from an ethical perspective |

## Additional information

|  |
| --- |
| Additional information |

## Attachments

### Relevant attachments to be submitted with the form

Research plan

Research participant information sheets

Consent forms

Ethical permit for studies on animals

Guidance with formulation research participant information and consent forms can be found on the Swedish Ethical Review Authority’s [website](https://etikprovningsmyndigheten.se/for-forskningsperson/) and in Karlstad University’s [Guidance for Research Participant Information.](https://intra.kau.se/dokument/upload/82F312FB16a3114E12tUC8C1F95A/VagledningForskningpersonsinformation.pdf)

The completed application and any attachments shall be submitted for review (and registration) via e-mail,   
to the relevant faculty:

### Faculty of Arts and Social Sciences

[etikanmalan.hs@kau.se](mailto:etikanmalan.hs@kau.se)

### The Faculty of Health, Science and Technology

[etikanmalan.hnt@kau.se](mailto:etikanmalan.hnt@kau.se)

## Contact details of ethics advisor

### Faculty of Arts and Social Sciences

Poja Shams

Ethics advisor

+46 73-301 59 30  
[etikradgivning.hs@kau.se](mailto:etikradgivning.hs@kau.se)

### Faculty of Health, Science and Technology

Susanne Tornhamre   
Ethics advisor   
+46 54-700 2108   
[etikradgivning.hnt@kau.se](mailto:etikradgivning.hnt@kau.se)