**RESEARCH ETHICS PANEL COMMITTEE**

**UNIVERSITI TUN HUSSEIN ONN MALAYSIA**

**APPLICATION CHECKLIST**

1. Please submit a hardcopy of the documents listed below to the Division of Strategy and Development (BSP), Research Management Centre, and email the softcopy to paneletika@uthm.edu.my.
2. Please tick [√] in the relevant box.

|  |  |  |
| --- | --- | --- |
| **Document** | **Applicant** | **REPC Secretariat**  |
| 1. | Application Form |  |  |
| 2. | Research Proposal |  |  |
| 3. | Executive Summary |  |  |
| 4. | Proposed Respondent Survey Form (if any): |  |  |
|  | 1. in Malay Version
 |  |  |
|  | 1. in English Version
 |  |  |
|  | 1. Others
 |  |  |
| 5. | Proposed Respondent Information Leaflet and Consent Form (**if human as the subject of research/sample**): |  |  |
|  | 1. in Malay Version
 |  |  |
|  | 1. in English Version
 |  |  |
|  | 1. Others
 |  |  |
| 6. | Proposed Information Leaflet and Consent Form for Guardians/Parents (**if children/teenager as the subject of research/sample**): |  |  |
|  | 1. in Malay Version
 |  |  |
|  | 1. in English Version
 |  |  |
|  | 1. Others
 |  |  |
| 7. | Other supporting documents (e.g. Proof of institutional approval letter to conduct the study, institutional agreement/LOI/MOU/MOA, grant offer letter, publisher email/letter, etc.) |  |  |
| 8. | Presentation Slide **\*Please use the template provided.** |  |  |
| **Signature & Official Stamp** **of Applicant**:**Date:** |
| **Signature &** **Official Stamp** **of the REPC Secretariat**:**Date:** |