is filled in by the Commission- AZ		

Application form

for the assessment of ethical aspects of a research project at the Department of Business and Economics of the TU Dortmund, Faculty of Management and Economics of the Ruhr-University Bochum, Faculty of Business Administration and Economics and the Mercator School of Management of the University Duisburg-Essen, and the RWI – Leibniz-Institute for Economic Research e.V.

Please complete the form in full, considering the instructions for submitting applications on the Joint Ethics Committee website. If a question is irrelevant to your research project, please comment on it in the corresponding answer field.

Please send the completed form together with all attachments in one PDF document to the following e-mail address:

wiwi.ethikkommission@ruhr-uni-bochum.de

Please also send a signed hardcopy of the application to the chairperson of the committee (see Ethics Committee website).

Students should ensure that the responsible supervisor has read and approved the application and has signed the hardcopy of the application.

1. Applicant and contact person

1.1. Applicant and contact person

1.1.1. Forename and surname:

1.1.2. Position: Please select

1.1.3. Department:

1.1.4. Email address:

1.1.5. Telephone number:

1.2. Additional applicants

Forename(s), Surname(s), Institution

2. Questions required to classify the research project	**Yes**	**No**
2.1. Have you previously submitted an application for an ethical review of this research project to the Joint Ethics Committee for Economics of the UA Ruhr Faculty or the ethics committee of another institution? *If Yes:* Titel: Institution: File ref.:	☐	☐
2.2. Are test subjects or research participants involved in the research?	☐	☐
If yes: 2.3. Are vulnerable people involved in the research?	☐	☐
2.4. Are the test subjects or research participants deceived in the research?	☐	☐
2.5. Does the research pose any risks to the physical and mental health of the test subjects or research participants that go beyond the everyday level?	☐	☐
2.6. Are the test subjects or research participants offered any financial incentives?	☐	☐
2.7. Are the test subjects or research participants confronted with sensitive topics and/or content that are deemed hurtful, disturbing, frightening, etc. or that could lead to the test subjects or research participants making statements that could have criminal consequences for themselves or others?	☐	☐

3. Project description

3.1. Project title

3.2. Brief project description

3.3. Planned start and end of the research project

from:

to:

3.4. Type of the research project

Please select

3.5. Funding

3.5.1. Is funding planned or already approved?

Please select

3.5.2. Source of third-party funding / grant

Institution:

Address:

Website:

3.6. External project partners, employees and other people and institutions involved in research

4. Research methods Multiple options can be selected.		
Narrative interviews		☐
Standardised Interviews (questionnaires)		☐
Focus groups / group discussions		☐
(Participant) observation		☐
Participatory action research / participatory research / arts-based research		☐
Document research	Public, freely accessible sources	☐
	Non-public, restricted sources	☐
Laboratory experiment		☐
Field experiment		☐
Intervention study		☐
Visual Methods (e.g., videos, photographs)		☐
Internet-based Survey (e.g., Facebook, Twitter)		☐
Secondary analysis		☐
Data collection (e.g., Face to face, online, by telephone, by post)		☐
Other		☐

5. Possible risks for the participants	Yes	No
Collection of personal data	☐	☐
Collection of sensitive data	☐	☐
Emotional strain / psychological stress	☐	☐
Other Risks (please specify)	☐	☐

6. Possible risks for the researcher	Yes	No
Emotional strain / psychological stress	☐	☐
Physical Risks	☐	☐
Other Risks (please specify)	☐	☐

7. Conflicts of interest and other comments

7.1. Conflicts of interest

7.2. Other comments

8. Annexes

Annex I – Carrying out the research

Methods
Sampling
Risks for participants and researchers
Handling Data and publication

Annex II - Participant and test subject information

Annex III - Declaration of consent (if applicable)

Annex IV - Additional applicants (if required)

Annex V - Additional external parties (if required)

Additional annexes may be enclosed if required.

9. Declaration of accuracy

I hereby confirm that I have read the principles of the participating institutions on safeguarding good scientific practice and on dealing with allegations of scientific misconduct as well as the instructions for submitting an application of the joint Ethics Committee of the Faculty of Business and Economics of TU Dortmund, the Faculty of Business and Economics of Ruhr University Bochum, the Faculty of Business and Economics of the University of Duisburg-Essen and the RWI - Leibniz Institute for Economic Research. Furthermore, I confirm that the information I have provided in this application and all attached appendices is correct to the best of my knowledge and belief.

Date Surname, forname(s) Signature