**SCHOOL OF ARTS, LANGUAGES AND CULTURES Ethical Approval Declaration form**

All academic staff, postdoctoral researchers and postgraduate students in the School must complete this form at the start of each new phase of research or funded research project (staff). For PG students this must be done as part of the documentation submitted for their Dissertation Research Outline (PGT), or as part of the documentation submitted for the mid-year review in the first year of research (PGR). Before completing the form, you should consult the School’s Research Ethics web pages, together with your research supervisor (where relevant) and any research ethics guidelines from your discipline area.

If your project involves research on human subjects you will need to complete one of the following:

* the SALC Research Ethics Assessment;
* the SALC Ethics Template form;
* the University Research Ethics Committee (UREC) Research Ethics Application form.

Please download and read the information contained within the SALC Research Ethics Assessment to establish which forms you will need to fill in.

**Whether or not your research project involves human subjects** you will need to complete a Risk Assessment, either low or high risk depending upon location and activities, if your research project includes fieldwork conducted off-campus. Templates can be found in the Quick Links section of the SALC Research Ethics pages.

There is detailed guidance on research ethics available on the SALC Research Ethics intranet site hosted on the Graduate School website. University Research Ethics Committee guidance is available here: <http://www.staffnet.manchester.ac.uk/services/rbess/governance/ethics/> If your research raises ethical issues, you may not begin that part of your project until you have received approval.

**Name:** ............................................. **Student ID Number (MA/PhD student only):** ...............................

**Academic Unit or Programme:** ....................................................................................

**Programme Director (MA students only):** .........................................

**Supervisor (PhD students only):** ..................................................

**Title of Research Project/Topic/ Thesis/ Dissertation:**

................................................................................................................................................

**Declaration:** I confirm that I have consulted the School and University guidance on Ethics in Research and I understand that Ethical review through SALC or UREC documentation is required for **any** research involving human subjects.

I confirm that the proposed research project raises **no** ethical issues.

There are ethical issues involved in the proposed research project. I will apply for ethical approval via the appropriate SALC or UREC Application form.

I confirm that the proposed research project does not include fieldwork and **no** risk assessment is required.

I confirm that the proposed research project includes fieldwork and I will complete the relevant risk assessment documentation, whether or not my research involves human subjects.

**Staff/Student name: ............................................. Date: ...............**

**Supervisor/tutor name (MA/PhD students only): ………………………………… Date: ................**

**Please note that an emailed version of this form is acceptable if a scanned (not typed) signature is inserted.**