**FORM 3: APPLICATION FOR RESEARCH APPROVED BY ANOTHER INSTITUTION**

**INSTRUCTIONS:**If you are planning to conduct research that involves the collection of data from human participants at or with Seneca College, and have already received or applied for ethics approval from another institution, please complete this application form to obtain ethics approval from the Seneca Research Ethics Board (REB).

This form should be used by both internal and external applicants to obtain approval for research being conducted by or with Seneca faculty, staff and/or students and should be submitted alongside the other institution’s ethics approval letter attesting to the approval as well as the corresponding original submission documents. NOTE: The Seneca REB reserves the right to request additional information as required.  
There are 3 parts in this form:

* PART A: General Information
* PART B: Context of Study
* PART C: Signature

**Submission Instructions:**   
The Seneca REB only accepts electronic copies of documents. Please complete all 3 parts and submit the full application along with the relevant appendices in electronic format to [REB@senecacollege.ca](mailto:REB@senecacollege.ca). Please print Part C with original signatures, and attach the scanned copy to your submission.

You will receive an email acknowledgement of your submission within 48 hours of the submission deadline date and will be notified if your application is complete and has been assigned for review.

Please see <http://www.senecacollege.ca/research/ethics-board.html> for submission deadlines and meeting dates.

**PART A: General Information**

|  |  |
| --- | --- |
| Title of Research Project: |  |
| Application date: |  |
| Estimated start date: |  |
| Estimated end date: |  |
| Principal Investigator: |  |
| Co-Investigator: |  |
| Other Researcher(s): |  |
| E-mail address(es): |  |
| Organization affiliated with (if not Seneca or in addition to Seneca): |  |
| Phone: |  |
| Additional contact information: |  |

**PART B: Context of Study**

1. Professional development? Yes No  
2. Workload assignment? Yes No  
3. Masters/Doctoral program? Yes No  
4. Does the research involve another institution or site? Yes No  
5. Has any other REB approved this project?

Yes – *Please provide a copy of the approval letter along with a copy of the original submission.*   
  No – *Please answer question 6 below.*    
6. Will any other REB be asked for approval? Yes No

If yes, please indicate the name(s) and the current status of your application at each site in the space

below.

7. Will Seneca’s participation in this study follow the recruitment, informed consent, data collection

methods, etc. as described in the approved REB Application from the non-Seneca

institution/organization?  Yes  No

**PART C: Signature**

I certify that the information in this document is true and correct to the best of my knowledge.

Principal Investigator’s Signature Name & Title Date