

**Application Form for the College of the Atlantic
Ethical Research Review Board**

The General Application Form

Note: There are two versions of the application form given. The second version provided here below, is a General Application Form intended for anyone interested in looking at ethical issues of any kind which might arise in their work and who wants some help considering them -- even if they are not required by law to seek approval for their project because it does not involve, in the technical sense, "research" that is done "on human subjects."

1. Contact Information

Name:

email:

Research Supervisor(s):

2. Project Description

Type of Project (e. g. senior project?):

Title:

Brief Description of the project including:

What questions you hope to answer?

What your basic research plan is?

What disciplines and methods form part of the project?

What will be the final products and forms of presentation for your project?

3. Relevant Ethical Guidelines and their Application in your Project

A. What are the accepted codes of ethics for those disciplines and methods in so far as they have been developed?

The [Resource List](#) for Ethical Research in Human Ecology provides a variety of useful websites for locating such ethical codes and guidelines.

If elements of your research methods employed in psychology, medicine or other disciplines that involve, in the technical sense, "research on human subjects", then you should make sure that your application addresses all the questions raised in the Conventional Application Form. You should also, in that case, note that Carleton College also provides a useful manual covering ethical codes and issues and guidelines relevant for conventional applications such as those doing traditional research projects in medicine or psychology at:
http://apps.carleton.edu/governance/institutional_review_board/forms/manual/

In some cases your work may be in a new discipline or involve one or more methods for which no professional society or comparable group has developed an accepted set of ethical guidelines. If so, you should sketch a proposal for relevant ethical principles, values or other types of guidelines that would be relevant to the work you are planning to do.

B. Explain how the relevant ethical guidelines you have identified will be applied in your work.

C. Finally, discuss how, in conjunction with your research supervisor, you will consider how the nature of the methodology may shift during the project and how appropriate steps will be taken to ensure that these changes are responded to in an ethical way.

D. Please include any attachments that would explain the context, content or process of your work in helpful ways. These would include senior project proposals, grant applications -- and consent forms or other materials that will be key parts of your work.

NOTE: Once this form is completed you should send a copy of it to errb@coa.edu AND to your advisor for the project you are doing asking her or him to review it and write a brief recommendation to the committee suggesting that it approve or not approve the proposal.