**Research Project Proposal Form**

**Submitted for IRB Approval**

**Bangkok University**

1. Research Title
2. Principal researcher and Co-researcher
3. Research synopsis
4. Introduction section

4.1 Rationale and significance of research

 4.2 Benefits to receive from this research

5. Research Objectives

6.Methodology

 6.1 Population (number, gender, age & specific characteristics of participants)

 6.2 Sample size and sampling method

 6.3 Criteria used to recruit participants (Inclusion criteria)\*

 6.4 Criteria used to screen out participants (Exclusion criteria)\*\*

 6.5 Criteria used to terminate participants from the study (Discontinuation criteria)\*\*\*

 6.6 Setting & location to collect data or conduct research

 6.7 Data collection procedure : steps & methods

7. Ethical consideration

 7.1 Potential risks to participants

 7.2 Human subject protection and correction

7.3 Compensation and redress to harmed participants

8. Research funds and timeline

 Signature……………………………….

 ( )

 Principal researcher

\*Inclusion criteria signify the characteristics of the respondents who are eligible to participate in the said research project. That is, they will definitely be selected to join the research project if they possess the characteristics in accordance with the predetermined criteria.

\*\*Exclusion criteria signify the characteristics of the respondents who are illegible to participate in the said research project, e.g. pregnant women, drug allergic persons, the illiterate (if being asked to fill in a questionnaire), or those with deficiency in Thai language (when interviewing them in Thai is required).

\*\*\*Discontinuation criteria signify the circumstances under which the respondents have to be withdrawn from the said research project, e.g. allergy to substances used in an experiment, inability to follow through the researcher’s advice, or their own willingness to quit.

**Remarks:** use N/A for irrelevant items

**Information Sheet**

1. Research Title
2. Research objectives & methodology
3. Rationale for conducting this research
4. Setting/location and timeline in which the research will be conducted with the participants
5. Details regarding how to handle the sample or respondents
6. Benefits to occur with volunteers and others
7. Risks or harmful side effects to occur to participants, of which the predetermined measures to correct the said harm shall be identified
8. Realm to protect privacy and personal information of the participants
9. Rights of the participants to withdraw from the research project once deemed necessary
10. Ethical considerations
11. Name, address, & telephone number of the principal researcher.

Remark: Information provided should be written in plain language. Academic jargons and/or foreign words should be avoided.

**Informed Consent Form**

 Date………………………..

I……………………………………….. Age…………………. hereby submit the consent form to verify the following statements:

1. I agree to participate voluntarily and willingly in [*name*]’s research study entitled : …………………………………………………………………………………………………………………………………………………………
2. I confirm that I have clearly been notified by the principal researcher, via the information sheet, regarding research objectives, methods, potential harms, protection measures, and benefits to receive from the said research study.
3. I understand that anonymity will be ensured in the write-up by disguising my identity. Study findings will be presented only in summary form with my name not revealed in any report.
4. I understand that I am free to refrain from providing any information, and to withdraw from the study, without repercussions, at any time before or during the study.

I hereby read thoroughly and understand clearly the statements in this consent form.

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Name of person giving consent/ Date Signature

parent/guardian

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Principal researcher Date Signature