

## APHD Student Ethics Application Checklist

- Discuss project with supervisor and confirm ethics review is required
- Supervisor assigns student PI role in MRHP
- Draft research protocol (purpose, methods, participants, risks)
- Prepare informed consent and participant information letters
- Review discipline- and population-specific ethical guidelines
- Create or access MRHP account
- Student completes and submits protocol in MRHP
- Supervisor reviews and approves protocol in MRHP
- Department/Unit Head (Chair/Director/Dean) approves protocol
- Respond to REB revision requests (if applicable)
- Receive written ethics approval before recruitment or data collection
- Submit amendments for any approved study changes
- Submit annual renewal if approval expires
- Submit protocol completion report at study end