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| **HUNGARIAN UNIVERSITY OF SPORTS SCIENCE**  **RESEARCH ETHICS COMMITTEE**  **keb@tf.hu** | Magyar Testnevelési és Sporttudományi Egyetem – Wikipédia |

**APPLICATION FOR A RESEARCH ETHICS LICENCE**

**RESEARCH IN SPORT AND HEALTH SCIENCES**

**FOR HUMAN STUDIES**

**Effective: 24 March 2022.**

**(For researchers, PhD students)**

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| Submitter name:\* |  |
| Scientific degree of the applicant:\*  (underline, circle or bold) | PhD      Doctor of Science    none |
| Name of research site:  (institution, department) |  |
| Programme:  (DI/program, full-time/part-time) |  |
| Thesis leader's name: |  |
| Scientific degree of the thesis leader: (underline, circle or bold) | PhD      Doctor of Science |
| Thesis Leader's Research Unit:  (name of institution and department, email address) |  |
| Email address of the thesis leader: |  |
| Date of submission: |  |

\*If the "submitter" holds a scientific degree, he/she is entitled to submit a research ethics application on his/her own behalf (in this case the submitter and the subject leader may be the same person.

The title of the research:

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

***The personal data indicated in the Research Ethics Application are processed by the Research Ethics Committee in accordance with the Data Protection Policy of the University of Physical Education and Sport Science.***

* All applicants must complete at least Parts I, II, IV (and if route B, Part III)
* The project details should be entered in the spaces provided
* Make sure you have filled in all the necessary sections
* Students (BSc, BA, MSc, MA, and PhD) should consult with their supervisor or tutor before submitting and ask for permission to submit.

**PART I**

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| **Title of the research (max 25 words):** | | |
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| **Name of the submitter:** | | **Email address of the submitter:**  **Mobile phone number:** |
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| **Type of research (please indicate one):** | | Independent undergraduate student research  Independent Master's student research  Teacher-researcher and student research  PhD research  Teacher-researcher research  TUKEB Research subject to authorisation |
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| **Start of research** (year.month.day)  **End of research** (year.month.day) | |  |
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| **The broader topic of the research** | | |
| Biomechanics  Health science  Psychology  Sociology  Physiology  Pedagogy | Sport history  Nutritional science  Philosophy  Economics  Sport-specific knowledge  Other: | |
| |  |  | | --- | --- | | **Ethically sensitive aspects of the research method**  **Who will be the test persons?** | | |  |  | | | |
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| **PERMISSION OF THE SUBJECT LEADER/PRINCIPAL INVESTIGATOR**  *(to be completed by a research/topic leader with an academic degree)*  **I give my permission for the submission of the application for ethical approval. I have reviewed the research topic, the methodologies and measurement instruments, as well as the contents of the Information Sheet and Consent Forms. I find the research ethically sound:**  **Name, title and academic degree of the supervisor:**  **.............................................................**  **Your email address:**  **.............................................................**  **Mobile phone number: ............................................................**  **Lead signature: ............................................................** |
| **Date:** |

**Names and status of researchers and research assistants (except principal investigator)**

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| **Name** | **Email** | **Status (Researcher/**  **PhD/MSc/MA/BSc, part-time student)** | **Your role in the research (e.g. taking questionnaires, measuring blood pressure, etc.).**  **Please indicate each role separately!** | **Suitably qualified person (yes/no required)** |
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| **SUMMARY: (Long structured abstract min: 500 words: introduction, aim, theoretical framework, question(s), hypothesis, novelty, relevance, methods, expected results, keywords, min. 5 references)** | |
|  | **Number of words:** |

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| **Does the research include any of the following? If yes, please indicate!** | | |
| Adults in need of care | |  |
| School children under 18 | |  |
| People with learning or communication difficulties | |  |
| Psychologically vulnerable persons | |  |
| Persons engaged in illegal activities (e.g. drug users) | |  |
| Persons receiving medical treatment/sick | |  |
| Human tissue testing (e.g., muscle tissue, blood, saliva, urine, etc.)? | |  |
| Storage of human tissue (e.g., muscle tissue, blood, saliva, urine, etc.) | |  |
| Medication use (including prescription and over the counter) | |  |
| Invasive procedures (e.g. blood sampling, muscle biopsy, etc.) | |  |
| **IF YOU ANSWERED 'YES' TO ANY OF THESE, CHOOSE ROUTE 'B'** | | |
| **DIRECTIONS (select one)** | | |
| **'A**' | **'B'** | |

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| **I am familiar with the University of Sports Science's Code of Research Ethics** |  |

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| **I am aware of and accept the University of Sports Science's Privacy Policy** |  |

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| **I declare that I/we have the necessary financial means to carry out the research** |  |
| **PhD student:**  **I declare that the costs of the research have been agreed with my supervisor** |  |

**THIS IS THE END OF THE FIRST PART**

IF YOU HAVE SELECTED **ROUTE 'A'**, FILL IN **II, IV, V.** PART.

IF YOU HAVE SELECTED **ROUTE 'B'**, FILL IN **II, III, V.** PART.

**PART II**

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| **Details of the research**  1. What are your research question(s) and hypothesis(es)?  Why is it worth looking into this question?  2. Which methods are used for measurement (reference)?  What is the expected outcome?  3. Description of the research  Describe the research method and why it is appropriate to answer the research question (e.g. randomized cross-sectional study).  Is sampling taking place? Yes/No (if yes, please continue filling out)  What are the inclusion and exclusion criteria?  How is sampling done (e.g. probability (convenience, expert, snowball, quota)/non-probability (random, stratified, multi-stage group), etc.)?  How are participants recruited? (e.g. email, personal approach, etc.)?  Will there be test groups/conditions? If so, which ones?  How are participants placed in each group?  How are participants informed about the research and how do they give their consent?  How many measurements are planned and what happens and for how long at each measurement?   |  |  |  | | --- | --- | --- | | Measurement | Duration | Intervention/procedure at measurement | |  |  |  | |  |  |  | |  |  |  |   4. Data processing methods;  What data processing method is used to answer the research question?  (e.g. correlation, t-test, ANOVA, etc.)  5. Determination of sample size (main)  6. Location of the research  7. What are the risks of participating in the research and how do you plan to minimise them (e.g. injury, discomfort, fatigue, nausea, psychological risks, etc.)?  8. How do you plan to disseminate the data?  9. What methods are used to ensure the security of the data (ensuring anonymity, secure storage, use for future measurement)?  10. Support your use of the method with references to the literature.  **Specific cases (Please fill in if the questions below are RELEVANT to the planned research). If the questions are not relevant to the planned research, use the N/A option.**   |  |  | | --- | --- | | If it ***is difficult to secure the prior consent of data subjects*** in research (e.g. research in the public domain), how do you ensure the protection, subsequent or ongoing information and involvement of participants; and what are the reasons for not providing information? |  | | If ***the research is not directly targeted at individuals*** (e.g. documentary analysis, historical or archival research, or research in public spaces) but ***there are indirectly affected individuals*** (personal data concerning them): what ethical issues arise in relation to them (identifiability, their right to express their views, etc.) and how do you respond to them? Or, if there are direct and indirect data subjects, how do you separate them in the research? |  | | If it ***is participatory or action research***, briefly explain how you will ensure and plan to actively involve people, and describe the impact the research will have on the particular group or person(s) you are involving and the particular places or communities you are shaping. Do participants have the opportunity, and if so in what way, and if not, why not, to comment on the results of the research? |  | | ***Does*** the research ***have (spill-over) pedagogical effects?*** Does it intervene in pedagogical processes? In what way might these impacts affect the participants (especially if they are children)? |  | | If you also conduct ***archival research***, how you protect personal data during the research and when publishing the results. |  | | |
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## PART III

## For applications under route 'B'

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| Please provide a brief but clear description of the ethical issues that arise during the research and how they are addressed. Please record any potential risks (max 150 words). | |
|  | **Number of words:** |

**PART IV**

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| ATTACHMENTSPlease indicate which attachments you have enclosed with your application. For route B, please also attach the text/instrument used to recruit the sample (e.g. poster with wording) and the questionnaires. |

1. Information for participants
2. Declaration of consent
3. Questionnaire (package)
4. Other documents (please specify below)

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| If the planned studies may have **biomedical or health implications**, the principles set out in the Declaration of Helsinki (18th World Medical Assembly 1964) apply (2013 amendment: LAM 2014,24,152-158). If there are such implications, the application must be approved by the Regional Institutional Scientific and Research Ethics Committee of Semmelweis University (1091 Budapest, Üllői út 93.). |

Please submit your application in both electronic and paper format as follows:

**Electronic submission**: please merge all signed documents to be submitted (including the ethics authorisation request form) into one PDF file (in order: authorisation request form, information, consent form, any other documents).

Save the aggregated PDF document in an identifiable way as: H/Á\_H/K\_term/companion/sp\_full\_year\_year\_month, e.g. H\_H\_term\_Example\_Name\_2017\_01.

Legend: H - human studies, second H - student, K - teacher-researcher; term - natural science, társ - social science, sptud - sports science (accordingly, the above designation is human studies, student performs in natural science discipline).

Please send the single, aggregated PDF file to **keb@tf.hu**, in the *subject* field, please enter the name of the file again (e.g. H\_H\_term\_Example\_Name\_2017\_01)!

**Submit a printed copy:**

Submit the printed application form with original signatures to the Secretary of the Research Ethics Committee by the 1st of each month, K306 (for up-to-date information, please visit the website: <http://tf.hu/kutatasetika>

**STATEMENT OF THE SUBJECT LEADER, RESEARCH LEADER**

I, the undersigned ......................................., have read and agree to the contents of this research plan and the related research ethics application. I consider that the proposed research is in accordance with the research ethical standards of the indicated discipline. I request that the research be authorised and that the authorisation be granted.

By signing this form, I certify that I am aware of and accept the University of Sports Science data management policy and that I authorise the Research Ethics Committee to process and store my personal data.

Date:.................... 20 year month.........day

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| SUBJECT LEADER/RESEARCH LEADER  name, title, academic degree | APPLICANT  name, title, academic degree |