

Central Ethics Committee

Request Form:¹ Review by the Joint Ethics Committee of LUH and HMTMH

In order to request a review by the joint Central Ethics Committee (ZEK) of LUH (Leibniz University Hannover) and HMTMH (Hanover University of Music, Drama and Media), information is required for the points listed below. This form should be accompanied by the information sheet, the declaration of consent, as well as the complete research proposal to the funding body (if available). For additional information, please refer to the accompanying document "Review of Research Projects by the Joint Ethics Committee of LUH and HMTMH".

1. Applicant's contact details

Name of applicant:

Institute:

Department:

Street:

Postcode:

Town / city:

Website / URL:

Tel.:

Mobile:

Email address(es):

¹ This form is based on the form "Checkliste" by the German Psychological Society (DGPs).

2. Information regarding the framework of the project

a) Who will provide funding for the project (funding body)?

Does the funding body require an ethics statement?

- yes** **no**

When will the funding body reach its decision?

b) Will the data / the text be published in a journal?

- yes** **no**

If so, in which journal?

Does the journal require an ethics statement?

- yes** **no**

c) Are there other reasons necessitating an ethics statement?

d) How will trial participants be recruited (for example through public advertising campaigns, by involving students or staff, via random selection using lists)?

e) Will participants be paid (if so, how much)?

f) Will expenses be covered (if so, how much)?

g) Are there other incentives for participants?

yes **no**

h) Is voluntary participation, including the right to withdraw from the experiment at any point, guaranteed?

yes **no**

Explanation (if necessary):

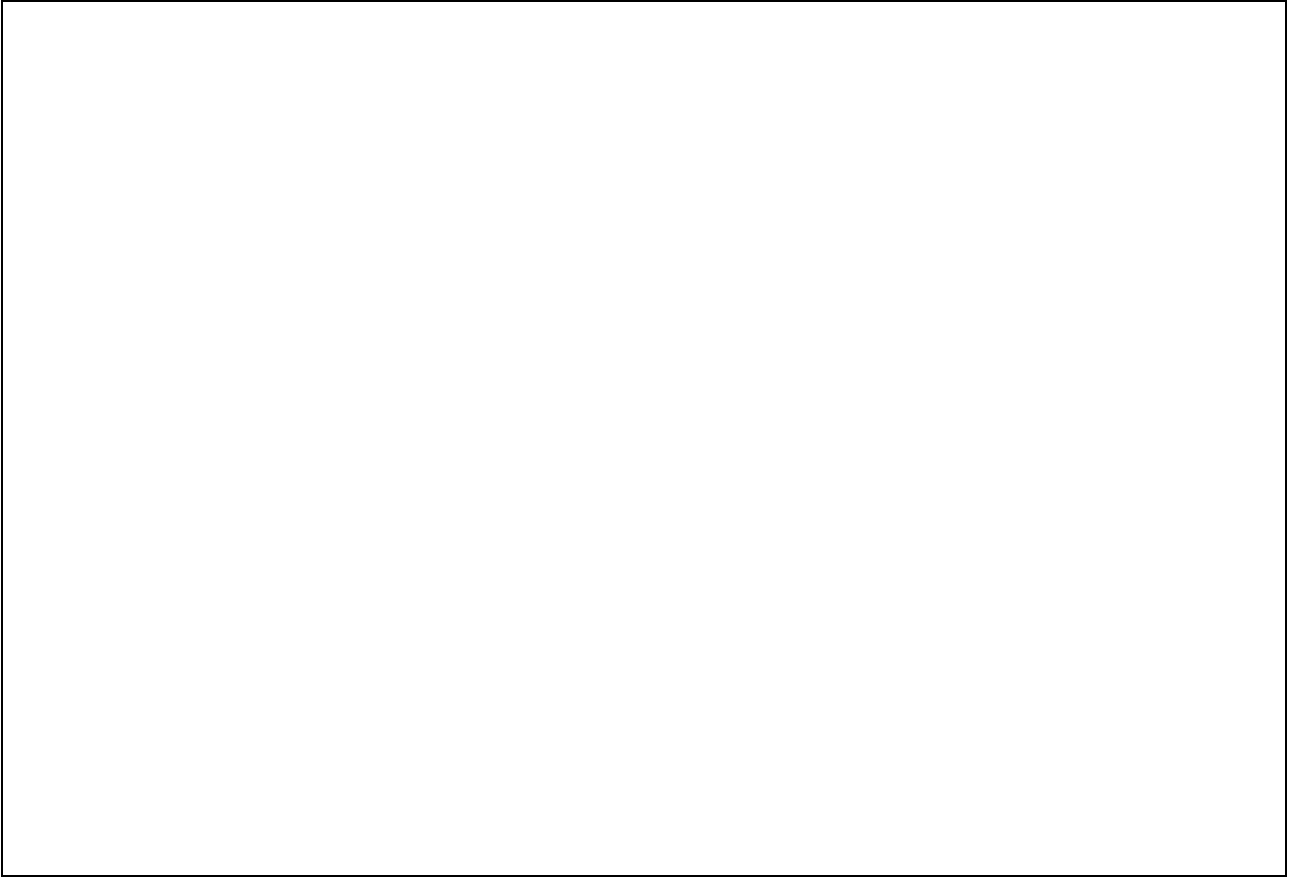
i) Does the research project include drug testing or other clinical trials (accompanying or as part of the project)?

yes **no**

Explanation (if necessary):

3. Information regarding the objective and methods used in the project

- a) Information regarding objectives and methods of the project, as is usual in DFG proposals.



- b) Information regarding the sample, such as age, gender, characteristics, population.



c) Will the subjects experience physical strain?

yes

no

If so, in what form?

d) Will the subjects experience psychological stress?

yes

no

If so, in what form (extensive tasks, aversive stimuli, negative experiences, etc.)?

e) Will the subjects disclose personal experiences or personal views?

yes **no**

f) Does the study involve planned deception of the subjects regarding objectives or methods (hidden observations, manipulated performance feedback, or other types of misinformation)?

yes **no**

Explanation (if necessary):

4. Information provided to participants prior to the study

a) This application shall be accompanied by the information sheet for subjects. In the event that consent from legal representatives (e.g. parents) is required, please also provide the information sheet for representatives.

- c) How will any additional information be provided regarding the objectives and methods of the study? Please summarise what information subjects will receive regarding the following points: duration of the study, stress and risks caused by specific methods, payment or other incentives, as well as the right to withdraw from the study at any point without negative consequences. Please include supplementary forms, where available.

5. Information regarding informed consent

- a) This application shall be accompanied by the declaration of consent stating the subject's or their legal representative's willingness to participate in the study.

- b) Does the declaration of consent refer to the information sheet (see section 4)?

yes **no**

- c) Does the declaration of consent specify measures for data protection (see section 6)?

yes **no**

- d) Does the declaration of consent emphasise the voluntary nature of participation?

yes **no**

- e) Does the declaration of consent mention the right to revoke consent at any point (as defined in section 4)?

yes **no**

6. Information regarding data protection

a) What personal data will be collected?

b) Will there be video, audio or other forms of behavioural recordings?

yes **no**

c) What measures will be taken to ensure data anonymisation?

d) When will the collected data be erased?

e) Can participants ask for their data to be erased at any time?

yes **no**