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| --- | --- | --- | --- | --- | --- | --- |
| **Type of Application**  ***(Please Tick √ your category)*** | **Postgraduate / Undergraduate\* Student** |  | **Ethical Application** |  | **Research Grants** |  |

**CHECKLIST FOR RESEARCH PROPOSAL**

*(To be submitted together with the Application Form)*

|  |  |  |  |
| --- | --- | --- | --- |
| **No.** | **Project Title** |  | |
|  | Type of Research Grant | |  |
|  | Name of Principle Investigator | |  |
|  | Name of Co-researchers | |  |
|  | Name of Postgraduate Student (If any) | |  |
|  | Location of Research | |  |
|  | Study Area (Area/Institution where samples will be taken from) | |  |
|  | What is the sample size required in this research?  (No. of tests (Is it statistically significant? Please justify) | |  |
|  | Duration of this research (from when to when?) | |  |
|  | Has similar study been done before? (If yes, when?) | |  |
|  | Reagents available in Malaysia? | |  |
|  | Drug Evaluation Committee (DCA) Approval Required? | |  |
|  | Research Problem / Rationale / Justification of the study given. | |  |
|  | Objectives | |  |
|  | Hypothesis | |  |
|  | Study Design | |  |
|  | Sample Size Calculation | |  |
|  | Detailed Methodology | |  |
|  | References | |  |
|  | Flow Chart of research | |  |
|  | Gantt Chart of research activities | |  |
|  | Expected results | |  |
|  | Benefit of the study | |  |
|  | Budget | |  |
|  | Page are numbered | |  |
|  | Informed consent/subject information | |  |
|  | a. Ethical issues (Animal/Human) (if yes, please specify)  b. Approval from Health Ministry or other Ministries required?  (If yes, please specify) | |  |
|  | Discussion at Department:  **(Attach a copy of the Attendance Sheet signed by Head of Dept)** | |  |

**Note: 1. PI or Co-researchers has to defend their research proposal.**

**2. Student dissertation is required in the research proposal.**

**3. Supervisor or Co-supervisor must be present during student’s presentation of research proposal.**

HUMAN ETHICS APPLICATION FORM

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **A.** | Title of proposed research | | | | |  | | | | | | |
| Name |  | | | | | | | | Identity Card No. | |  |
| School / Department / Unit | | |  | | | | | | | | |
| Telephone No. | | |  | | | | | E-mail Address | |  | |
| Position | |  | | Grade | | |  | Staff/Student Number | |  | |
| Date of first Appointment to the University: | | | | | | |  | | | | |
| If on contract, state expiry date | | | | | | |  | | | | |
| **B (i).** | Selected Research Platform: | | | | | | | | | | | |
| |  |  |  |  |  | | --- | --- | --- | --- | --- | | Clinical Research |  |  | Engineering & Technology |  | |  |  |  |  |  | | Fundamental Sciences |  |  | Biomedical & Health Sciences |  | |  |  |  |  |  | | Social Sciences |  |  | Life Sciences |  | |  |  |  |  |  | | Information & Comm. Technology |  |  | |  | | | | | | | | | | | | |
| Location of research | | | | | |  | | | | | |
| Duration of project :  (Please stated project end date,  eg: December 2026) | | | | | |  | | | | | |

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| **B (ii).** | Summary of Research Proposal |
|  | Must include the background and problem statement, objectives, research methodology (please include flow chart), expected outcome and list of related publications]   1. Objectives 2. Background 3. Methodology *(enszure that you include detailed descriptions of your approach to enable the reviewer to understnd your methodology e.g. sample size, target populations, tools used, questionaire contrcution, statistical methods, confidentiality matters, risks and mitigation steps and ay other issues that will aid the review of your application.* 4. Flowchart 5. Gantt chart 6. Expected Outcome 7. Related publication |

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| **B (iii).** | The importance and the benefits of the research |
|  |  |
| **B (iv).** | Equipment and materials available in the University to be used for this research. |
|  |  |

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| **C (i).** | If this research is conducted together with other researchers, please state their role: | | | |
| Name and Identity Card No. | | School/Department/Unit | Signature | Role in this research |
|  | |  |  |  |
|  | |  |  |  |
|  | |  |  |  |
| \*\*Student name | | School of | Registration Date | |
|  | |  |  | |
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*(\*\* If this research involves postgraduates students (MSc/PhD) please state their names)*

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| **C (ii).** | Related research grants obtained by the project leader in the past three years. | | | | |
|  | Title of Project | Grant Type | Year started | Year completed | **Status** |
|  |  |  |  |  |
|  |  |  |  |  |
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| **C (iii).** | Declaration  I hereby declare that all information provided is accurate and that this proposal has not been submitted to any other grant.    Date Applicant’s Signature | | | | |

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| --- | --- |
| **D.** | Comments by HEC |
|  | **i. Relevance**  Have similar studies been done before? Yes/No. If Yes, where and how will this research add value?  How will this research contribute to the schools/university/society’s aspirations?  **ii. Approach**  Is this research practical and deliverable?  Does the proposed methodology have sufficient scientific and research merit in its knowledge domain? |
|  | **..................................................**  (Signature Chairman of HEC) Date |