## Amendment Request Form

This form is to be submitted when changes to previously reviewed protocols are required. Amendments requiring approval may include, but are not limited to: additions to the research protocol, study population, recruitment of participants, access to personal records, research instruments, or participant information and consent documentation.

Changes to the ethics protocol should not be implemented until a favourable opinion has been received, unless the changes are required to eliminate immediate risk(s) to study participants.

Please Note: amendments are at the discretion of the Panel, which reserves the right to determine that the extent of proposed amendments requires a new submission rather than amendments.

**All forms and templates, and application deadlines, are provided via the** [staff intranet](http://staffnews/course/view.php?id=18&section=2http://staffnews/course/view.php?id=18&section=2) **and** [PGR Dashboard](https://www.marjon.ac.uk/research/postgraduate-research/pgr-dashboard/)**.**

# Title of Research Project:

# Review Details

Ethics Application Code:

Original Approval Date:

Previous Renewal Date(s):

# Funding Details

Approved budget and period:

Start date:

Original proposed completion date:

Revised proposed completion date:

# Investigator Information

Principle investigator (or student’s name)

Name:

Department:

Institutional email:

Are co-investigators involved? (if student application, insert supervisor’s name)

If YES, please provide the names and institutional contact details of co-investigators, describe the decision-making processes for collaborative research studies and if Terms of Reference exist, attach them to the application.

# Previous Amendments

Have amendments been made to the protocol previously?

If YES, please summarise previous amendments.

# Proposed Amendments

1. Please summarise proposed amendments.
2. Please explain why proposed amendments are required.
3. Will proposed amendments change the overall purpose or objective of the study?

If YES, please explain and justify.

1. Will proposed amendments affect the vulnerability of the participant group or the research risk?

If YES, please explain and justify.

1. What follow-up action do you recommend for study participants who are already enrolled in the study? Tick any actions which apply.

Inform study participants

Revise consent/assent forms (please attach a copy with the changes)

No action required

Other (please specify)

Signature of Investigator:

Date: