**Request for Expedited Review**

 (Please complete this document and upload it as a supporting document, labelled EXPEDITED\_REVIEW, together with your application to the online research ethics system)

The following notes in blue provide guidance for the completion of the Expedited Review document. The guidelines provided relate to specific sections of the *Request for Expedited Review* form. If you complete this version of the form, please remember to remove the guidance text (in blue) before submission!

Expedited requests are for exceptional circumstances that require a quicker turnaround than 15 working days which is the standard for the College Research Ethics Review System. If you have queries about whether your request meets the criteria for expedition please contact the College Ethics Lead, via email socsci-ethics-lead@glasgow.ac.uk. Please note such requests cannot necessarily be accommodated as expedited requests put significant strain on the reviewing system.

The aim is to complete expedited applications within 5 working days, as compared to the 15 working days for standard applications. However, this is dependent on the availability of research ethics reviewers, and it is not a guarantee that they can completed within that foreshortened time. Please also note that 5 days refers to the completion of the ethics review, it may require at least one resubmission. This should be borne in mind when identifying the start date for data collection.

**Application Details**

Staff Research Ethics Application

Name of Applicant:

Project Title:

Proposed Start Date of Data Collection: Click to enter a date.

Proposed Project End Date: Click to enter a date.

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**Justification for Expedited Review:** *e.g. time critical public health grounds*

Explain

1) a short description of the benefit of the research

2) why there is a need for expedited review. For instance, if a grant opportunity was only just made available and it is a very short date (less than 6 weeks) for start of data collection.

Click here to enter text.

**Please Explain why application could not have been submitted earlier** *i.e. why it could not be submitted within the usual review time periods*

Please give an account of why the application could not have been made earlier and through the standard procedure. Note that the expedited route is not a fast-track for those who were simply slow in putting their applications together. Failure to provide an adequate account can lead to the expedited request being rejected, which can lead to slowing down the application going through the standard non-expedited route.

Click here to enter text.

**List of Supporting Documents Attached:**

Please include relevant documents to support your case, for instance a copy of the email or alert announcing the short-dated research opportunity.

Click here to enter text.

**Declaration:**

I certify that to the best of my knowledge the information given above, together with any accompanying information, is complete and correct.

Applicant Signature:

Date:

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Statement and signature by relevant line manager in support of expedited request. Applications that lack this signature will be returned to the applicant.

**Endorsement:**

Click here to enter text.

Head of Subject/Dean of Research Signature:

Date: