

University Research Ethics Approval Procedure

Introduction

The University of Glasgow requires ethical review of all non-clinical research involving human subjects. Only contracted members of staff and registered students can apply for university ethical approval. Staff/students within CCNi, cSCAN and SoP should apply via the CoSE Ethics Committee. Staff/students within Neuroscience and Stroke & Brain Imaging should apply via the MVLS Ethics Committee.

The Psychology Admin Team administers applications submitted to the CoSE Ethics Committee (psychology-admin@glasgow.ac.uk) For MVLS Ethics Committee queries, please write to mvls-ethics-admin@glasgow.ac.uk

CoSE Applications Process

Log onto the online system using your GUID:

<https://frontdoor.spa.gla.ac.uk/login/>

Select "Research Ethics System" from the list of available options on Business Systems then CoSE Ethics Committee.

When you submit a new application, you will be asked to upload the following mandatory documents: Application Form, Information Sheet and Consent Form. The Plan for Children and Supporting Documentation are optional. Your application will normally be reviewed online by three Committee members then the Committee Chair will make a decision based on these reviews. Please allow 2-3 weeks for the Committee to review your application. If you have not received a decision by this date, please write to psychology-admin@glasgow.ac.uk quoting your application number.

CoSE Fast-Track Process

For extensions/renewals of previously approved applications, or "low-risk" research proposals, you may be able to submit a fast-track application. To check your eligibility, please download the fast-track form available from the CoSE Ethics Committee webpages:

<https://www.gla.ac.uk/colleges/scienceengineering/staff/committees/ethicscommittee/operatingprocedures/>

If you meet the criteria, please fill in this form and upload it as a supporting document (labelled FAST_TRACK) together with your mandatory documents (application form, information sheet, and consent form). Your application will only be reviewed online by one Committee member plus the Committee Chair.