

must be obtained before commencing research activity in

Diocese of Maitland -Newcastle.

is designed to ensure that:

protected from physical, psychological and other forms of harm

privacy and confidentiality is maintained

does not negatively impact on the teaching and learning

and provides educational benefits to the schools involved and

Researcher Contact Details

Name	
Address	
Telephone	
Fax	
Email	

Your university or other research organization address, if different from the above:

Address	
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The supervisor(s) of your research program

Name		
Address		
Telephone		
Fax		
Email		

Research is being undertaken as part of (tick one):

- Bachelors(Hons) degree Ongoing academic resear
 Masters degree National/international stu
 Doctorate Post- Doc
 Other (specify)

Are you currently employed in the Diocese?

Yes No

If appropriate to your research project, specify how you intend to obtain parental approval with students in our schools and include examples of permission letters. *A copy of this/these letters must be included with the proposal.*

Provide details of procedures for establishing confidentiality and procedures for protecting privacy of the participants including information management practices. Information should only be collected for the purpose of this research application. Any subsequent use of information must be clearly outlined in your application and must have ethical approval from a university committee.

List the schools or groups that will be requested to participate in the research. Include the name of the school and the suburb.

Indicate the period of the year during which the research activity will commence and be concluded. Also indicate the estimated amount of time required of the school and any individual participants in the research.

A letter outlining the nature of the research must accompany approaches to school principals seeking approval to conduct research. This letter should indicate the commitment required of school staff.

A copy of this letter must be included with the proposal.

Checklist before submission of application

Documents should be emailed to vicki.sherriff@mn.catholic.edu.au

Confidential Declaration by Researcher

Where a research project involves any contact with a school
theDiocese of Maitland

Confidential Declaration by Assistant Researcher(s)

Agreement

to provide research findings to the Catholic Schools Office
Diocese of Maitland-Newcastle

As the Researcher I

I agree to provide the Catholic Schools Office of Maitland-Newcastle with a copy of the research findings of the proposed study upon completion;

I agree to provide participating schools with a summary of the research findings.

I agree that the Catholic Schools Office may publish a summary of these research findings within its systemic publications

.....
Signature of Researcher

.....
Date

Methodological adequacy and viability
Ethical considerations
To what extent do you consider the Researcher capable of undertaking the research described in the attached proposal?
Is this proposal exempt from ethical approval <input type="checkbox"/> Yes / <input type="checkbox"/> No
If exempt, for what reasons?

I have examined this research proposal and I am satisfied the proposed purposes, approach and research instruments are appropriate and feasible.

.....
Signature of Supervisor

.....
Date

