GLOBAL STUDIES UNIVERSITY
Research Office | Form RO-ERA-01

Human Subjects Research Ethics Review Application

Interim Review Committee | Spring 2026

Instructions — Please Read Before Completing:
This form must be completed in full and approved by the Research Office BEFORE any data collection begins.
Submit the completed, supervisor-signed form to: research@gsu.ac.ae
Subject line: Ethics Application — [Your Full Name] — [Program/Course]
Allow a minimum of 7–10 working days for expedited review; 14–21 working days for full review.
Incomplete applications will be returned without review.

CONSENT FORMS: All approved applicants must use the GSU Informed Consent Form (Form RO-ICF-01) with every participant before any data collection begins. The consent form is mandatory and cannot be replaced with a custom version. Request Form RO-ICF-01 from research@gsu.ac.ae if you do not already have it.

Section A — Applicant Information

A1. Full Name of Principal Researcher

A2. Student ID / Staff ID

A3. Program / Department
e.g., PhD in Global Studies, MA in Global Affairs

A4. Course (if applicable)
e.g., Methods and Theory II — GSSH 706

A5. Thesis / Research Project Title

A6. Name of Thesis Supervisor or Course Instructor

A7. Supervisor / Instructor Email

A8. Applicant Email

A9. Applicant Phone / WhatsApp

A10. Planned Data Collection Start Date

A11. Planned Data Collection End Date

Section B — Research Overview

B1. State the research question or hypothesis your study addresses.

B2. Briefly describe your research methodology and design.
Include the methods you will use — e.g., semi-structured interviews, online survey, participant observation, focus groups.

B3. Identify and briefly explain the theoretical framework underpinning your research.
What theoretical lens or conceptual framework are you drawing on? How does it shape your approach to the research question?

B4. Explain the rationale for your study.
Why is this research necessary? What gap, problem, or question does it respond to? Why is this the right moment to conduct it?

B5. Explain the scholarly significance of this research.
What does it contribute to the field? How does it advance existing knowledge?

Section C — Participants

C1. How many participants do you expect to recruit?

C2. Who are the participants?
Include age range, occupation, affiliation, geographic location, and any other relevant characteristics.

C3. How will participants be recruited?
Describe your recruitment method and channels — e.g., personal networks, social media, institutional contacts, gatekeepers.

C4. Are any participants members of a vulnerable population?
e.g., minors (under 18), refugees, undocumented individuals, people with disabilities, persons in positions of dependency, incarcerated individuals. If yes, explain.

C5. Does the research involve a power imbalance between researcher and participants?
e.g., teacher/student, employer/employee, researcher from outside the community studying that community. If yes, explain how you will address it.

Section D — Consent and Participation

Mandatory Requirement:
All applicants must use the GSU Informed Consent Form (Form RO-ICF-01) with every participant before any data collection begins. This is a condition of ethics approval and cannot be waived. If you do not already have Form RO-ICF-01, request it from research@gsu.ac.ae.

D1. How will informed consent be obtained? (Check all that apply)

- ☐ Written consent form using GSU template (Form RO-ICF-01) — required for in-person and remote interviews
- ☐ Online active opt-in (checkbox at start of survey) — acceptable for anonymous surveys
- ☐ Other — describe below

If Other, describe your consent process in full.

D2. How will participants be informed of their right to withdraw at any time without consequence?

D3. Will participants receive any incentive or compensation? If yes, describe.

Section E — Data Management and Confidentiality

E1. Will data be collected anonymously? (Check one)

☐ Yes — participants cannot be identified from the data collected

☐ No — data will be pseudonymized (real names replaced with codes)

☐ No — data will include identifiable information (requires full review justification below)

E2. Where and how will data be stored during and after the project?

Specify the platform or device, who has access, and what security measures are in place. Note: data must be stored on institutional or password-protected systems — not personal social media or unsecured cloud accounts.

E3. Will data be shared with anyone outside the research team? If yes, explain.

E4. How long will data be retained, and how will it be securely deleted at the end of the retention period?

E5. Will audio or video recordings be made? If yes, describe your storage and deletion plan.

Section F — Risk Assessment

F1. Describe any foreseeable risks or harms to participants.

Consider physical, psychological, social, legal, or reputational risks — even if they seem unlikely.

F2. Describe any foreseeable risks to the researcher.

F3. What steps will you take to minimize these risks?

F4. Does your research involve any of the following? (Check all that apply and explain below.)

- ☐ Deception of participants
- ☐ Observation without participants' knowledge or consent
- ☐ Collection of sensitive personal data (health, political views, religious beliefs, sexual orientation, immigration status)
- ☐ Research conducted in conflict-affected, politically sensitive, or high-risk contexts
- ☐ Research involving Indigenous knowledge or community-owned data
- ☐ Research conducted across significant power differentials between researcher and researched

If any box above is checked, provide a full justification and explain how you will mitigate the associated risks.

Section G — Review Category (Self-Assessment)

Based on your answers above, indicate which review category you believe applies to your research. The Review Committee will make the final determination.

Select	Category and Description
☐	EXEMPT — Anonymous data only; no direct contact with participants; publicly available sources or secondary data analysis. No risk to participants.
☐	EXPEDITED — Low-risk research involving direct contact with adult participants on non-sensitive topics. Participants are not members of vulnerable groups. Data is anonymized or pseudonymized.
☐	FULL REVIEW — Research involving any of the following: vulnerable populations; sensitive topics (health, politics, religion, sexuality, immigration); identifiable personal

	data; deception; observation without consent; significant power differentials; or research in high-risk contexts.

Section H — Declaration and Signatures

By signing below, the applicant and supervisor confirm that:

1. All information provided in this application is accurate and complete to the best of the applicant's knowledge.
2. The proposed research will be conducted in accordance with GSU's Research Ethics Policy and applicable laws, including the UAE Personal Data Protection Law.
3. The supervisor has reviewed this application and accepts responsibility for providing ongoing ethical oversight of the research.
4. Any changes to the approved research protocol will be reported to the Research Office before implementation.
5. No data collection will begin until written ethics approval has been received from the Research Office.
6. The GSU Informed Consent Form (Form RO-ICF-01) will be used with every participant before any data collection begins. No participant will be approached, interviewed, surveyed, or observed without first providing informed consent using the approved GSU template.

Applicant Signature	**Supervisor / Instructor Signature**
Signature	Signature
Printed Name	Printed Name
Date	Date

FOR RESEARCH OFFICE USE ONLY

Application Number:
RO-ERA-

Date Received:

Assigned Review Track:
☐ Exempt ☐ Expedited ☐ Full Review

Assigned Reviewer(s):

Decision:
☐ Approved ☐ Approved with Modifications ☐ Deferred ☐ Rejected

Date of Decision:

Approval Reference Number:
RO-APPR-

Conditions or Modifications Required:

Director of Research — Signature and Date