**Medical Research Institute**

**Application Checklist for Scientific / Ethics Approval**

I declare that I have attached the following documents; *(please tick the relevant column)*

|  |  |  |  |
| --- | --- | --- | --- |
| **Documents** | **No. of Copies** | **Put a “🗸” if present** | ***(Official Use Only)*** |
| **Master Set**  |
| 1 | Checklist | 02 |  |  |
| 2 | Request letter from Principal Investigator | 02 |  |  |
| 3 | Application Form - Part I | 02 |  |  |
| 4 | Application Form - Part II *(if human subjects are involved)* | 02 |  |  |
| 5 | Application Form - Part III *(if animals are used)* | 02 |  |  |
| 6 | Detailed Budget | 02 |  |  |
| 7 | Information sheets *(for participant / owners of animals)* | English language | 02 |  |  |
| Sinhala language | 02 |  |  |
| Tamil language | 02 |  |  |
| 8 | Consent forms*(for participant / owners of animals)* | English language | 02 |  |  |
| Sinhala language | 02 |  |  |
| Tamil language | 02 |  |  |
| 9 | Data collection booklets / questionnaires / forms *(for participant / owners of animals)* | English language | 02 |  |  |
| Sinhala language | 02 |  |  |
| Tamil language | 02 |  |  |
| 10 | Copies of relevant permission letters  | 02 |  |  |
| 11 | Soft copy of items 3-9 in a Compact Disk (CD)*(Items 7-9 should be in PDF format)*  | 02 |  |  |
| **Accessory Set**  |
| 1 | Application Form - Part I | 01 |  |  |
| 2 | Application Form - Part II *(if human subjects are involved)* | 01 |  |  |
| 3 | Application Form - Part III *(if animals are used)* | 01 |  |  |
| 4 | Detailed Budget | 01 |  |  |
| **Additional Set**  |
| 1 | Application Form - Part I | 05 |  |  |
| 2 | Application Form - Part II *(if human subjects are involved)* | 05 |  |  |
| 3 | Application Form - Part III *(if animals are used)* | 05 |  |  |
| 4 | Detailed Budget | 05 |  |  |
| 5 | Information sheets *(for participant / owners of animals)* | English language | 05 |  |  |
| Sinhala language | 05 |  |  |
| Tamil language | 05 |  |  |
| 6 | Consent forms*(for participant / owners of animals)* | English language | 05 |  |  |
| Sinhala language | 05 |  |  |
| Tamil language | 05 |  |  |
| 7 | Data collection booklets / questionnaires / forms *(for participant / owners of animals)* | English language | 05 |  |  |
| Sinhala language | 05 |  |  |
| Tamil language | 05 |  |  |
| **Declaration**  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 1 | The declaration for release of research grants from MRI-Form | 02 |  |  |

I declare that I am not seeking approval for a study that has already commenced or has already been completed. I also understand that the application for scientific and ethics clearance will not be accepted unless all documents are submitted.

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*Date Signature of the Principal Investigator*