**APPLICATION FOR STUDIES USING ARCHIVAL DATA**

**“IS YOUR APPLICATION PACKAGE COMPLETE?”**

**Submission Checklist – Must be completed for EACH submission, including revisions when resubmission is required.**

**Date submitted: \_\_\_\_\_\_\_\_\_\_**

**Please submit ONE individual package, as a printed hard copy with original signatures, which includes ALL of the following materials:**

[ ]  Completed Application Form

[ ]  Copy of your TCPS2 Certificate

[ ]  Outline of Methodology attached as separate sheet

[ ]  Other (please specify):

**Also submit a PDF version of the complete package, as a single PDF file, which includes ALL of the above materials**.

For step-by-step instructions on making the submission, please see the *How to Prepare an Ethics Application* document (posted on the webpage for departmental ethics).

As faculty supervisor for this undergraduate research project, I have read and reviewed this application and all accompanying materials, and provided guidance and clarification to the student as needed regarding the ethics of conducting research with human participants.

Faculty advisor signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Department of Psychology Application for Ethics Approval for a Study Using Archival Data**

**The University of Windsor**

**Faculty Advisor**:

**Student Researcher**:

**Student Email:**

**Other Researchers involved in project** (technicians, project staff, faculty):

**Project Title**:

**Type of Research**: [ ]  Undergraduate [ ]  Honours thesis

Other (specify):

**Current study approval # as assigned by the REB**

[ ] **N/A**: This study does not have prior approval. The data are being collected from open source data sets or repositories (e.g. Stats Canada)

**1. Summary of Project**

**a) Please provide a brief summary of the purpose of the study. In your summary, indicate the source of your archival data.**

**b) Attach a detailed but concise outline of the methodology of the study (approximately one typed page.**

**2. Feedback of the results of the study for the academic community**

**Research findings should be made available after the study is completed. This feedback can be provided by posting the findings on the psychology website "Undergraduate Thesis Results" page (**[**https://www.uwindsor.ca/psychology/411/honours-thesis-research-results**](https://www.uwindsor.ca/psychology/411/honours-thesis-research-results)**.**