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**HUMAN ETHICS SUBMISSION CHECKLIST** Office of Research – Research Ethics Unit – GM 900 – 514-848-2424 ext. 7481 – oor.ethics@concordia.ca – www.concordia.ca/offices/oor.html

**INSTRUCTIONS**

Please verify that you have completed the following documents, and submit them to the Research Ethics Unit via ConRAD, or by e-mailing them to oor.ethics@concordia.ca.

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| --- | --- | --- | --- |
| **Document** | **Yes** | **No** | **Not applicable** |
| Summary Protocol Form |[ ] [ ] [ ]
| Certification or authorization documents that may be relevant to ethics review for research involving human participants |[ ] [ ] [ ]
| Scholarly Review Form |[ ] [ ] [ ]
| Recruitment materials to be used, such as advertisements or letters to participants |[ ] [ ] [ ]
| Instruments to be used to gather data, such as questionnaires or interview guides |[ ] [ ] [ ]
| Written consent form |[ ] [ ] [ ]
| Consent script |[ ] [ ] [ ]
| Debriefing script |[ ] [ ] [ ]
| List of resources to whom participants can be referred if necessary |[ ] [ ] [ ]