

Instructions to the researcher

The researcher requesting ethical clearance from the ERC, Faculty of Medicine, Peradeniya is advised to submit following documents to avoid delays in processing the application.

1. Electronic copy of the submission form: This **MUST** have the relevant signatures
2. **Electronic copy** of the detailed study proposal in Microsoft Word format, prepared according to the following format,
 - a. Title of the research,
 - b. Background and rationale of the study
 - c. Objectives and hypothesis,
 - d. Study type (e.g. experimental, case control, cohort, descriptive etc)
 - e. Clearly defined population & sample,
 - f. Sample size,
 - g. Sampling technique,
 - h. Inclusion and exclusion criteria
 - i. Detailed randomization technique where appropriate,
 - j. Details of the blinding technique and data collection method,
 - k. A detailed list of study variables (predictor and outcome, confounding and effect modifiers),
 - l. Proposed data analysis method and
 - m. List of references.

Note: any deviations from the above format should be scientifically justified.

3. Information sheets and consent forms in English, Sinhala and where appropriate in Tamil language (standard format available online). It is recommended that the **Sinhala and Tamil translations are submitted as PDF copies** to avoid difficulties in viewing caused by incompatible fonts.
4. Data collection tool (study questionnaire, check lists, interviewer guide, etc): preferably in Microsoft Word format
5. **One copy each** of the **brief curriculum vitae (academic and research experience)** of all investigators and / supervisor (e-copies)
6. Once all these documents are ready, please **upload the soft copies using the link provided in the website**. Please note that due to the paper shortages and as part of the Green University initiative, the ERC has transitioned to a complete electronic format on accepting research proposals for review.

Please kindly note that the Principal Investigator should be the Main Applicant.

❖ **For Payment Pls. See the Application Fee section in the Web site**

For further clarifications, please email chairperson.erc@med.pdn.ac.lk We aim to respond to your queries within **3 working days**.