
Crim 860 Term Research Project Proposal and Ethics Review

Before you start *formally* collecting data, you need to submit a **1-2 page proposal**, due no later than **03 October** (although you are welcome to submit it sooner). It should identify as clearly as possible your topic area, the procedures you will follow (in general terms), who/what and how you will sample, and any ethics issues you have considered in the formulation of your proposal. If your proposal is approved, then you are off and running. If your proposal is not approved, you will have to re-submit the proposal as soon thereafter as you can, and continue doing so until you have submitted a proposal that is approved. Note that, according to the SFU ethics policy, ***you cannot formally gather data until you have received ethics approval***. However, this does not preclude you communicating with prospective participants or anyone else you need to talk to ensure they are available and interested, what their requirements might be, and so on; indeed, I would encourage you to do so.

Send your proposal to me electronically as an email attachment. Please use the following file-naming conventions: use all lower case letters, no spaces (use underscores instead of blanks) and give your file a name using the following format:

crim860_proposal_lastname_firstname. So ... if my name is Ted Palys and I'm using Microsoft Office and saving my documents in docx format, I would send me a file called <crim862_proposal_palys_ted.docx>. Note that this refers to the name of the **file**, *not* the subject heading on your email.

Send your proposals to me at <palys@sfu.ca>

Approval of your proposal will be contingent on you showing that you understand how criminology's professional standards with respect to research ethics apply to your area of research, and that your research is consistent with those principles as well as SFU's ethics policy. In most cases, this will involve you explaining what you will do to ensure **informed consent**, that **confidentiality** considerations have been addressed, and that you have identified and addressed any of the **unique issues** that arise in the context of your particular research (e.g., conflict of interest; freedom of choice). Please also see the [Term Project Guidelines](#) for additional ethics advice.

If you are doing a project that is exempt from ethics review, you nonetheless need to send me a brief proposal that explains briefly what you are doing and on what basis you believe your project is exempt according to [SFU Ethics Policy R20.01](#).