



## EMILY CARR UNIVERSITY RESEARCH ETHICS BOARD (ECU-REB) FORM 205.3 Course-Based Research Completion

In order to close the ECU-REB file, instructors need to complete and sign this form. Return the original signed copy (or an electronically scanned version) to the Research Ethics mail box or to ethics@ecuad.ca. Include the following documents, or a description of the secured storage location for:

- Signed consent forms and media release forms;
- Identifiable data from the participants;
- Any other documents that have not yet been submitted to the ECU-REB (this may include modified recruitment materials, partnership agreements, correspondence or reports concerning adverse incidents).

If the materials do not fit inside the Research Ethics mailbox, make arrangements with the Research Ethics Board Coordinator for in-person delivery of the materials. **Please do not ask the front desk or security staff to deliver confidential materials.**

ECU-REB File Number:	
Dates of ECU-REB Approval:	
Course Name and Mnemonic (including the sections covered in this application):	
Name of Lead Applicant (Faculty Member):	
Names of other instructing Faculty Members (instructing other sections that are included in this application):	
Number of participants:	
<p>Have there been changes to the way participant research is taught, administered and supervised since the original ECU-REB application? If yes:</p> <ul style="list-style-type: none"> <li>- Provided detailed description in a separate document or complete a new ECU-REB application.</li> </ul>	
<p>Have there been <b>adverse incidences affecting the participants</b>? If yes, complete and attach <b>FORM 204.2 Adverse Incident Report</b> if one has not already been submitted.</p>	
Signature of Lead Applicant (Faculty Member):	Date