

GUIDE TO COMPLETING AN ETHICS APPLICATION

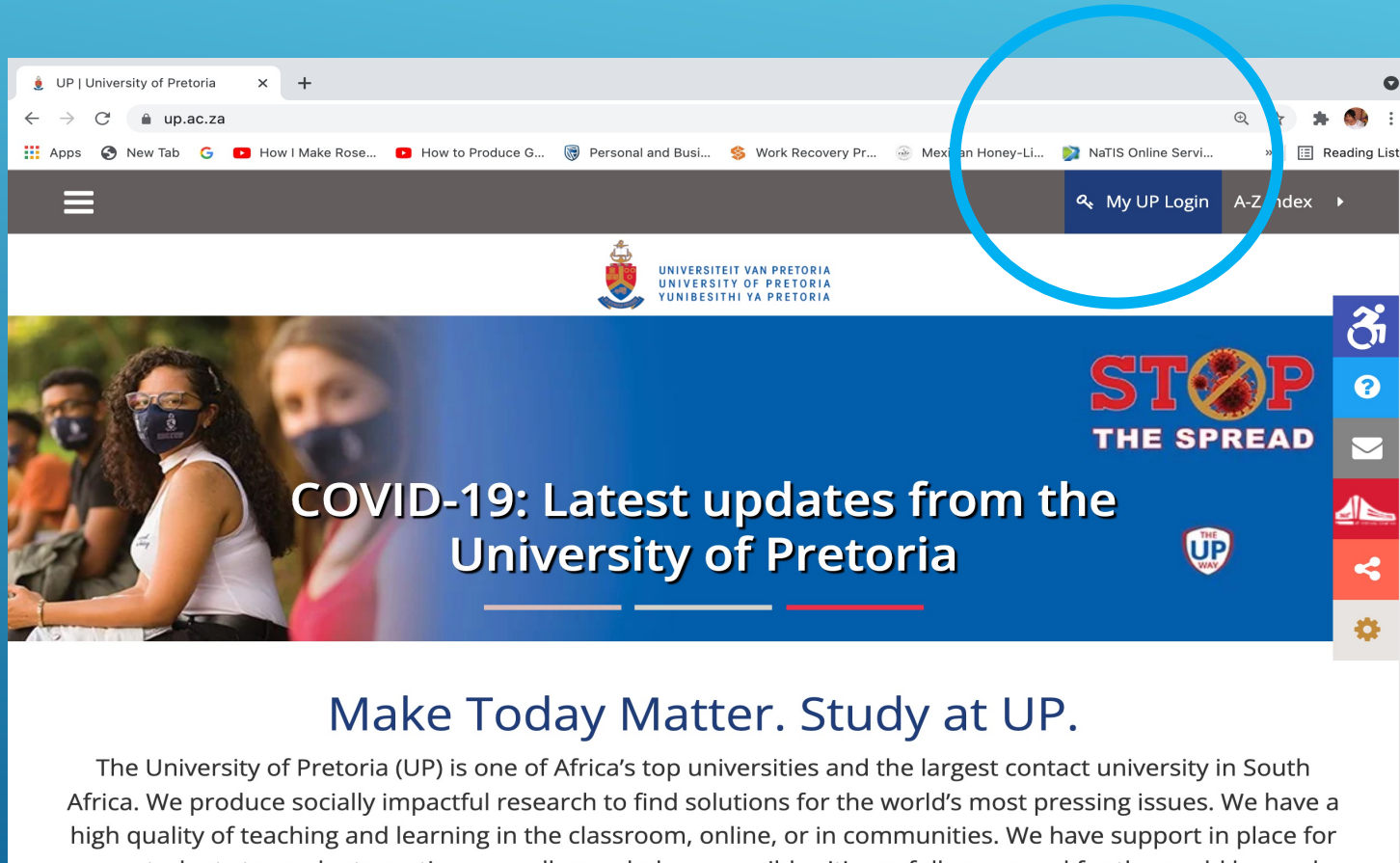
UP Faculty of Humanities Research Ethics process
2022

Things to note before starting an ethics application

1. Research proposal approval
2. Supporting documents (e.g. research proposal, letter of informed consent, questionnaire/ interview schedule, relevant permission letters etc.) really and saved on your laptop.
3. Alignment of information between all your documents. E.g., sample size, methodology, data collection instrument
4. Ethics submission timeframe
5. Supervisor and HoD sign off
6. Research Ethics Committee cut off date: **15th of the month**

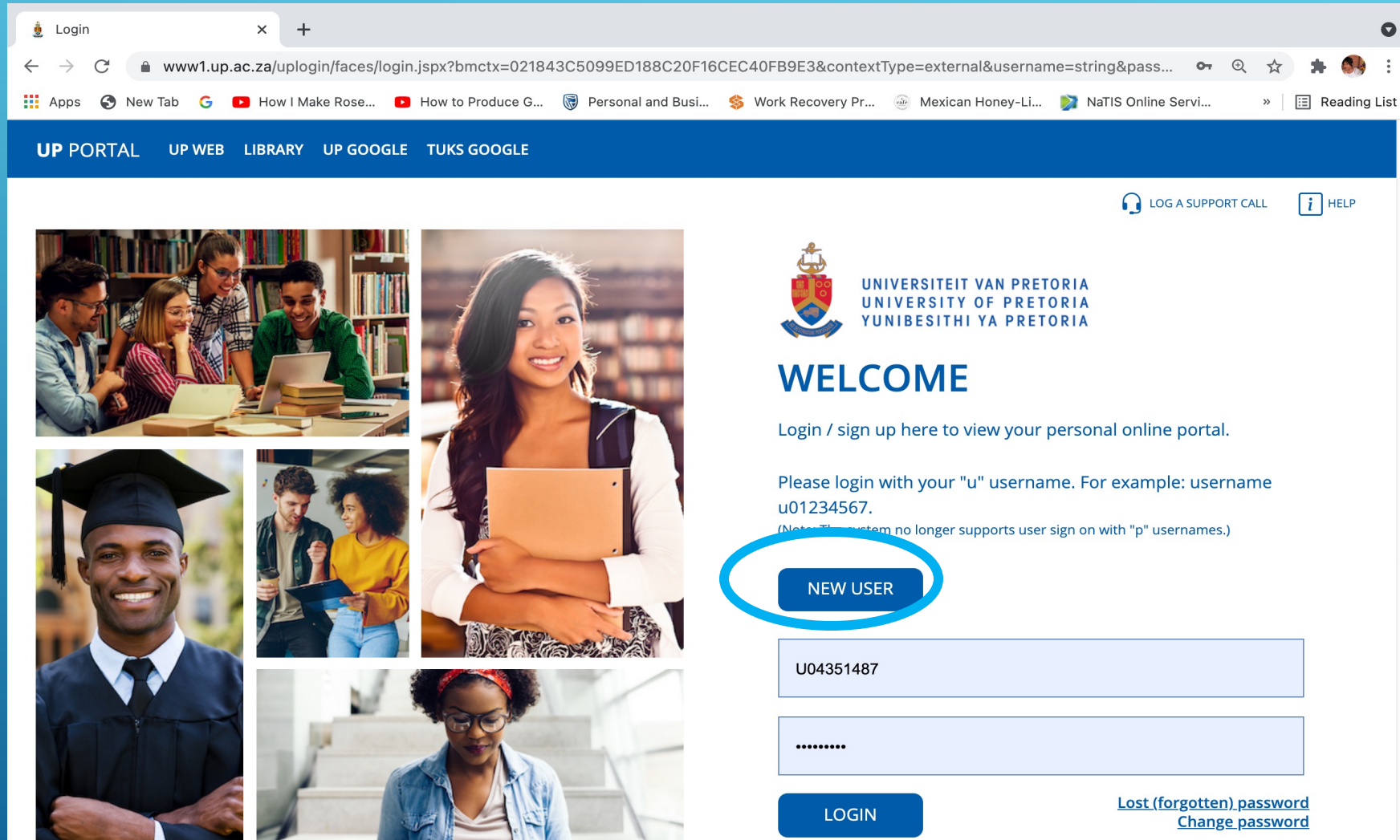
UP Faculty of Humanities Research Ethics process

Step 1: Log in on UP Portal



The screenshot shows the University of Pretoria website. The browser address bar displays 'up.ac.za'. In the top navigation bar, the 'My UP Login' button is circled in blue. Below the navigation bar is the university's logo and name in three languages: 'UNIVERSITEIT VAN PRETORIA', 'UNIVERSITY OF PRETORIA', and 'YUNIBESITHI YA PRETORIA'. A large banner features a photograph of students wearing face masks and the text 'COVID-19: Latest updates from the University of Pretoria'. To the right of the banner is a 'STOP THE SPREAD' graphic. Below the banner, the text reads 'Make Today Matter. Study at UP.' followed by a paragraph describing the university's mission and quality of education.

Step 1b: Click on the New User tab

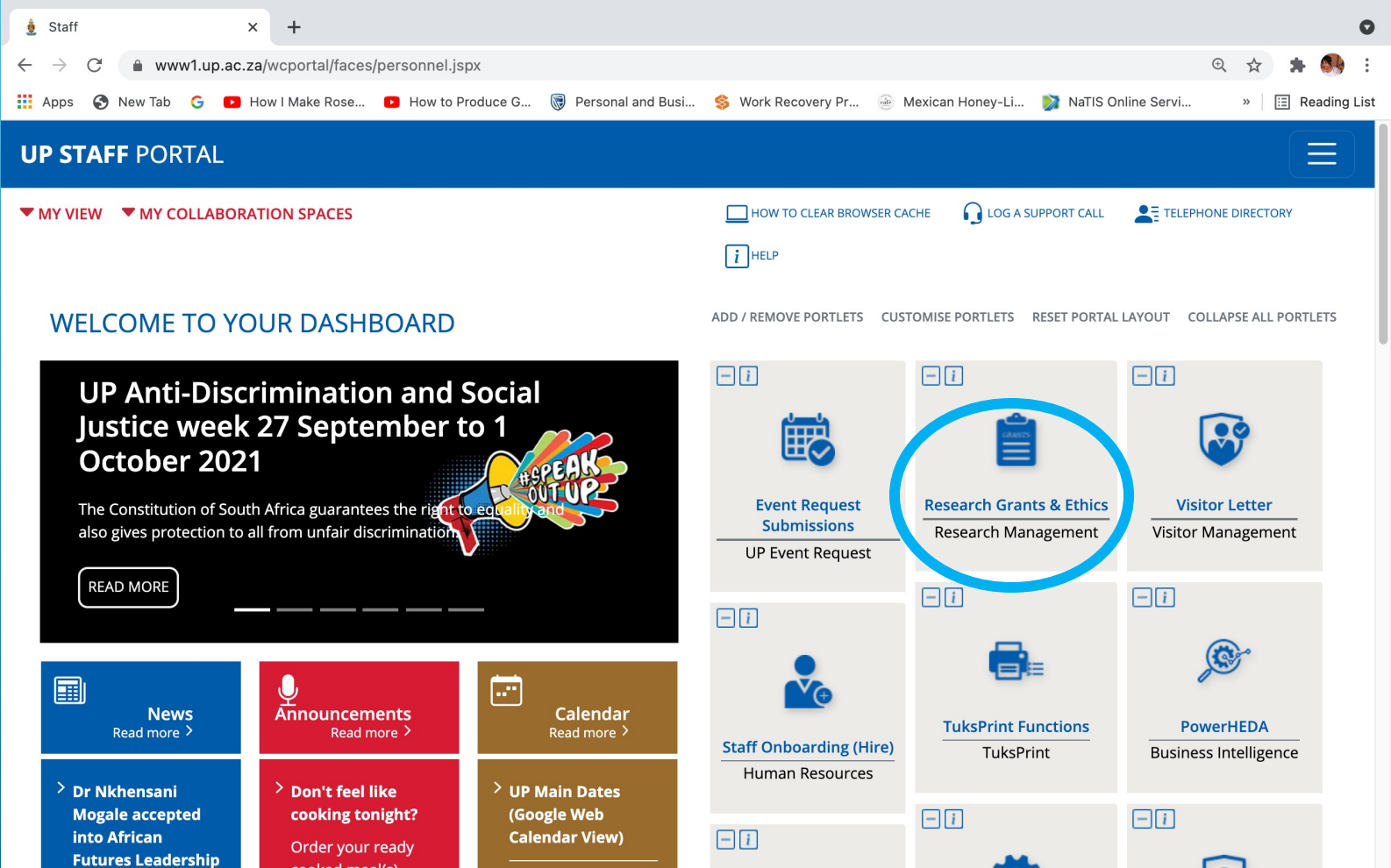


The screenshot shows a web browser window with the URL `www1.up.ac.za/uplogin/faces/login.jspx?bmctx=021843C5099ED188C20F16CEC40FB9E3&contextType=external&username=string&pass...`. The page header includes navigation links: UP PORTAL, UP WEB, LIBRARY, UP GOOGLE, and TUKS GOOGLE. On the right, there are links for LOG A SUPPORT CALL and HELP. The main content area features the University of Pretoria logo and the text: UNIVERSITEIT VAN PRETORIA, UNIVERSITY OF PRETORIA, YUNIBESITHI YA PRETORIA. Below this is a large 'WELCOME' heading, followed by the instruction: 'Login / sign up here to view your personal online portal.' and 'Please login with your "u" username. For example: username u01234567. (Note: This system no longer supports user sign on with "p" usernames.)'. A blue button labeled 'NEW USER' is circled in blue. Below it are two input fields: the first contains 'U04351487' and the second contains a masked password '.....'. A 'LOGIN' button is positioned below the password field. At the bottom right, there are links for 'Lost (forgotten) password' and 'Change password'. The left side of the page is decorated with a collage of six images: a group of students in a library, a smiling young woman with a folder, a graduate in a cap and gown, a couple looking at a tablet, a woman with a folder, and a woman on stairs.

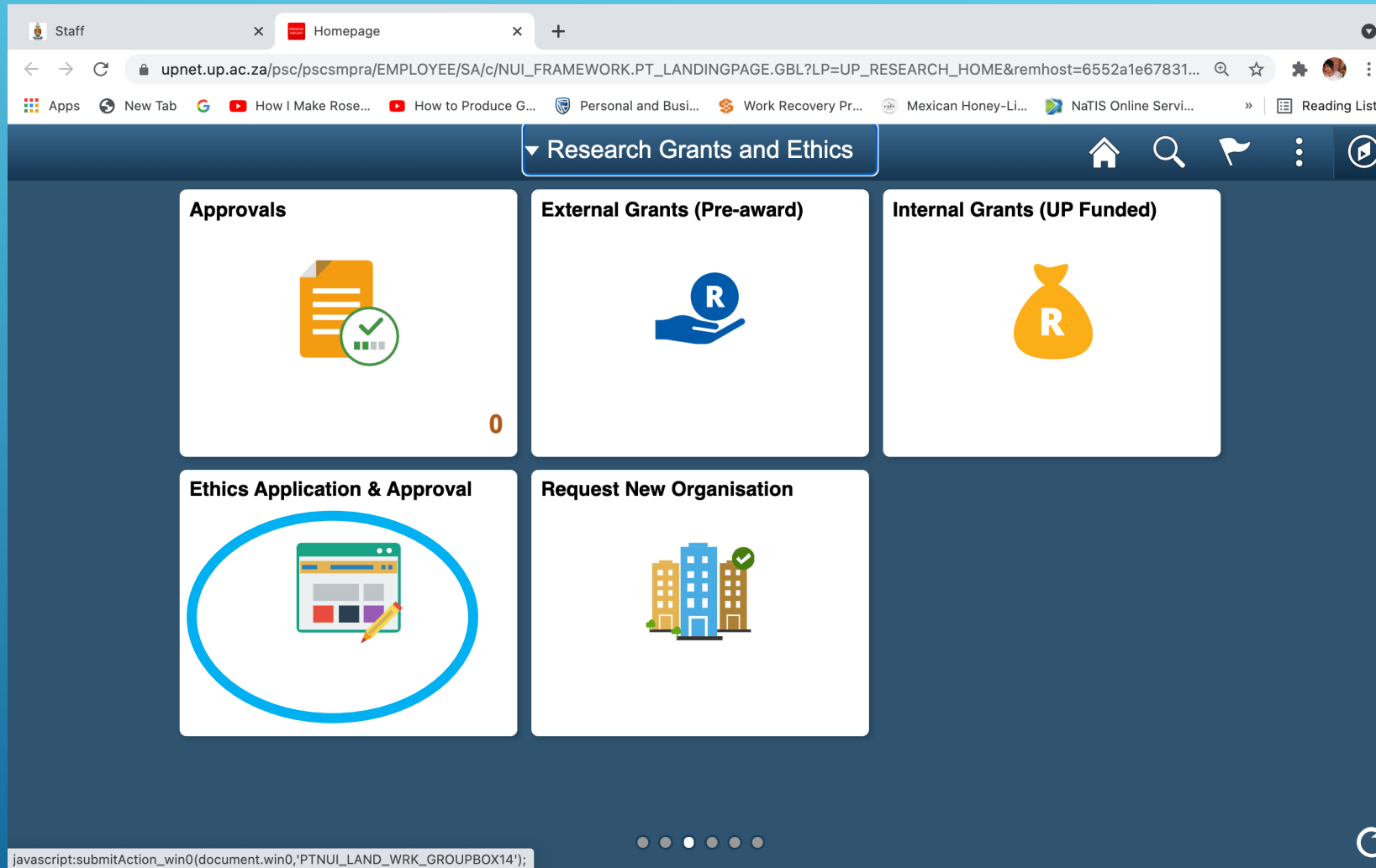
Step 1c: Enter your EMPLID and National ID. Then you will be prompted to create a password

The screenshot shows a web browser window with the URL `www1.up.ac.za/passwords/faces/newuser-username;PASSWORDSSSESSIONID=aAkKDiXNs-05-UvAp5VOWFIVzX_KXgTzuzOAlv...`. The page title is "PASSWORD SELF SERVICE". On the left, there is a photograph of two students. On the right, the "NEW USER" section contains the following text: "Please enter your 'u' username. For example: username u01234567. Note: This system no longer allows you to enter a 'p' username." Below this text are two input fields: "Username" and "National ID". At the bottom of the form are two buttons: "PROCEED" and "CANCEL". The browser's address bar shows several tabs, including "University of Pretoria - Calend...", "environment that government...", "ResEthics meeting: 29 Septem...", and "Password Self Service". The macOS dock at the bottom shows various application icons, including Messages, Photos, Music, Safari, and Google Chrome.

Step 2: Click on Research Grants and Ethics



Step 3: Click on Ethics Application and Approval



Step 4: Click Pre approval application

Welcome Tracey Andrew (P4351487) to Campus Production (PSCSMPRA)

Ethics WorkCenter

My Ethics Workcenter | Setup

Ethics WorkCenter

- How to use the system
 - How to use the system
 - Add/Search for an Application
- Statistics
 - Ethics Statistics
- External Persons
 - Adding External Team Members
- Researchers
 - Pre Approval Submissions
 - Post Approval Submissions
 - Docs Due Conditional Approval
 - Still busy or Completed Study
- Approvals & Reviews
 - Submissions to be Approved
 - Add Reviewers
 - Review Ethics Applications
 - In Process Ethics Applications
 - Approved Ethics Applications
 - All Ethics Applications
- Reports
 - Final Outcome Masters/Doctoral

Humanities

Applications for the year

Bar chart showing application counts for 2020 (blue) and 2021 (orange) across various statuses. The 'Approved' status shows the highest count for 2020.

Year Display	Description	Count
1	2020 Under Development	27
2	2021 Under Development	22
3	2020 Submit for Approval	2
4	2021 Submit for Approval	1
5	2020 Post Submission	25
6	2021 Post Submission	4
7	2020 Referred back to Applicant	7
8	2020 Accepted by Student Supervisor	1
9	2021 Accepted by Student Supervisor	1
10	2020 Accepted by Head of Department	5
11	2021 Accepted by Head of Department	6

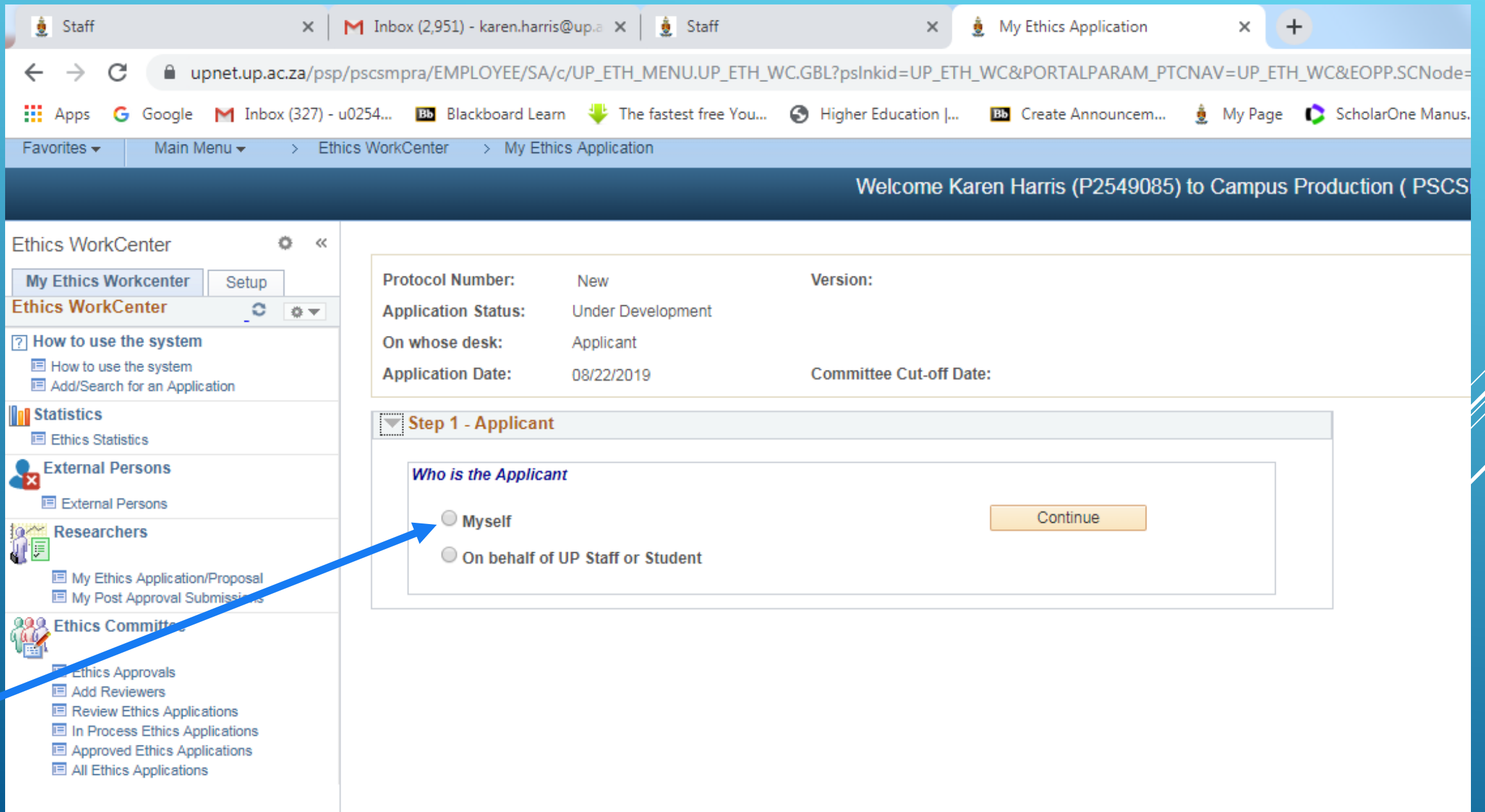
New application: Pre Approval Submissions

Amendment: Post Approval Submissions

Step 5: Click on Add for new Application form

The screenshot displays the 'Ethics WorkCenter' interface. The breadcrumb trail at the top reads: 'Research Grants and Ethics > Ethics WorkCenter > My Ethics Application'. A dark blue header bar contains the text 'Welcome Karen Harris (P2549085) to Campus Production (PSCSMPRA)'. The left sidebar lists various navigation options: 'Ethics Workcenter', 'Setup', 'How to use the system', 'Statistics', 'External Persons', 'Researchers', and 'Ethics Committee'. The main content area is titled 'Ethics Application' and features a search bar with 'Find an Existing Value' and 'Add a New Value' buttons. Below the search bar is a 'Protocol Number' input field with the text 'New'. A blue circle highlights an orange 'Add' button located below the search bar. At the bottom of the main content area, there are links for 'Find an Existing Value' and 'Add a New Value'.

Step 6: Click on Myself



The screenshot shows a web browser window with the URL `upnet.up.ac.za/psp/pscsmpra/EMPLOYEE/SA/c/UP_ETH_MENU.UP_ETH_WC.GBL?psInkid=UP_ETH_WC&PORTALPARAM_PTCNAV=UP_ETH_WC&EOPP.SCNODE=`. The browser tabs include 'Staff', 'Inbox (2,951) - karen.harris@up.a', 'Staff', and 'My Ethics Application'. The browser's address bar and navigation buttons are visible. Below the browser, a navigation breadcrumb shows 'Main Menu > Ethics WorkCenter > My Ethics Application'. A dark blue banner at the top of the application area reads 'Welcome Karen Harris (P2549085) to Campus Production (PSCS

The main content area is titled 'Ethics WorkCenter' and contains a sidebar on the left and a main panel on the right. The sidebar includes sections for 'My Ethics Workcenter', 'Ethics WorkCenter', 'How to use the system', 'Statistics', 'External Persons', 'Researchers', and 'Ethics Committee'. The main panel displays application details:

Protocol Number:	New	Version:	
Application Status:	Under Development		
On whose desk:	Applicant		
Application Date:	08/22/2019	Committee Cut-off Date:	

Below the details is a section titled 'Step 1 - Applicant' with a sub-section 'Who is the Applicant'. It contains two radio button options: 'Myself' and 'On behalf of UP Staff or Student'. A blue arrow points to the 'Myself' radio button. A 'Continue' button is located to the right of the options.

Staff | Inbox (2,951) - karen.harris@up.ac.za | Staff | My Ethics Application

upnet.up.ac.za/psp/pscsmpra/EMPLOYEE/SA/c/UP_ETH_MENU.UP_ETH_WC.GBL?pslnkid=UP_ETH_WC&PORTALPARAM_PTCNAV=UP_ETH_WC&EOPP.SCNode=

Apps | Google | Inbox (327) - u0254... | Blackboard Learn | The fastest free You... | Higher Education | Create Announcem... | My Page | ScholarOne Manus..

Main Menu > Ethics WorkCenter > My Ethics Application

Welcome Karen Harris (P2549085) to Campus Production (PSCSM

Ethics WorkCenter

My Ethics Workcenter | Setup

Ethics WorkCenter

How to use the system

- How to use the system
- Add/Search for an Application

Statistics

- Ethics Statistics

External Persons

- External Persons

Researchers

- My Ethics Application/Proposal
- My Post Approval Submissions

Ethics Committee

- Ethics Approvals
- Add Reviewers
- Review Ethics Applications
- In Process Ethics Applications
- Approved Ethics Applications
- All Ethics Applications

Protocol Number: New | Version:

Application Status: Under Development

On whose desk: Applicant

Application Date: 08/22/2019 | Committee Cut-off Date:

Step 1 - Applicant

Applicant

Empl ID: 02549085 | Prof KL Harris | Back

*Phone: 0124202665 | Open Form

*Email Address: [Empty Field]

*Position: UP Staff

Research for: [Empty Field]

Research Faculty: 00001 | Humanities | Not your enrolled Faculty, use

*Department: 00126 | Historical and HeritageStudies | EXTERN (External) Department

Email address

Developed by Prof Karen Harris and Ms Tracey Andrew

Research for?

Step 7: Complete details

The screenshot shows a web browser window with the URL `upnet.up.ac.za/psp/pscsmpra/EMPLOYEE/SA/c/UP_ETH_MENU.UP_ETH_WC.GBL?psInkid=UP_ETH_WC&PORTALPARAM_PTCN`. The page title is "Ethics WorkCenter" and the user is identified as "Welcome Karen Harris (P2549085)". The main content area is titled "Ethics Application" and contains the following information:

Protocol Number	HUM021/0819	Version:	
Application Status	Under Development		
On whose desk:	Prof KL Harris		
Application Date:	08/22/2019	Committee Cut-off Date:	09/16/2019

Below this information, there are two main sections:

- Step 1 - Applicant**
- Step 2 - Application Form**

Under Step 2, there is a section titled "1. Project title" with the following fields:

- Project Title:
- Short description:
- Is this study related to another study?

Below this is a section titled "2. Short literature review that justifies the project" with the following text:

Short literature review - Refer to the Project Proposal

Two blue arrows point from the text on the right to the "Protocol Number" field and the "Is this study related to another study?" checkbox.

Protocol/ Application
Number (HUM0....)

**NOTE: Remember this number
You should quote it with all enquiries**

Is the research related
to another study ?:

Step 8: Take note:

The screenshot shows the 'My Ethics Application' page in the 'Ethics WorkCenter'. The page is titled 'Welcome Karen Harris (P2549085) to Campus Production (PSCSMPRA)'. The left sidebar contains navigation options: 'My Ethics Workcenter', 'Setup', 'How to use the system', 'Statistics', 'External Persons', 'Researchers', and 'Ethics Committee'. The main content area is divided into sections: '8. Research team', '9. Agreements between researchers', '10. Funders of the project', and '11. Involvement of people as participants'. Each section has a corresponding annotation with a pink arrow pointing to it.

8. Research team

8. Research team - student, supervisor and co-supervisor

Role	Employee / Student / External nr	Formal Name	Highest Qualification	Department	Department Description	Email Address
1						

9. Agreements between researchers

9. Research agreement – tick applicable sections

Employee	Formal Name	Right to use the results in a dissertation or thesis	Right to present the results at a Conference	Right to publish the results in a Science Journal	Right to publish the results through a Non-Science medium	Right to Co-Authorship
1		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

10. Funders of the project

10. Funders – HSRC, Mellon

Project funded

11. Involvement of people as participants

11. Research participants – (HUMANS?)

Will people be recruited as research participants?

Will any old or new human tissue and/or blood specimens and/or bodily products be used? OR Is it "Health Research" per Section 1 of the National Health Act 61 of 2003?

Yes or No

Favorites ▾ Main Menu ▾ > Research Grants and Ethics > Ethics WorkCenter > My Ethics Application

Welcome Tracey Andrew (P4351487) to Campus Production (PSCSMPRA)

Ethics WorkCenter

My Ethics Workcenter Setup

Ethics WorkCenter

How to use the system

- How to use the system
- Add/Search for an Application

Statistics

- Ethics Statistics

External Persons

- Adding External Team Members

Researchers

- Pre Approval Submissions
- Post Approval Submissions
- Docs Due Conditional Approval
- Still busy or Completed Study

Approvals & Reviews

- Submissions to be Approved
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Reports

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10. Funders of the project

Project funded No ▾

11. Involvement of people as participants

Collapse section 11. Involvement of people as participants

Will people be recruited as research participants? Yes ▾

How many groups of participants will be included?

Describe each group of human participants Find | View All First 1 of 1 Last

Group name + -

Sample size

(Select all that apply)

Participants		Personalize	Find	First	1 of 1	Last
1	<input type="text"/>					

(Select all that apply)

Additional consent required for research participation		Personalize	Find	First	1 of 1	Last
1	<input type="text"/>					

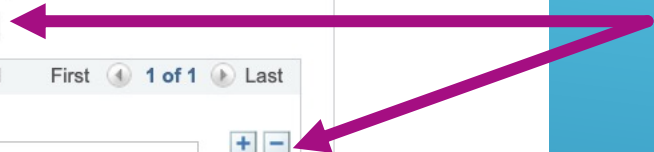
Method to obtain information

Inclusion/Exclusion criteria (e.g. age, gender, affiliation)

javascript:submitAction_win0(document.win0,'UP_DERIVED_ETH_UP_GROUPBOX14');

C15_Working_Dr....doc Dr_BO_Rikhotso....pdf oupa_section_2....pdf HH_permission_....pdf HH_permission_....pdf TB_questionnai....do

No. of groups
Add group
name



Research participants Complete all questions in Section 11 (for each group)

Search results - tracey.andrew x Staff x My Ethics Application x +

upnet.up.ac.za/psp/pscsmpra/EMPLOYEE/SA/c/UP_ETH_MENU.UP_ETH_WC.GBL?pslnkid=UP_ETH_WC&PORTALPARAM_PTCNAV=UP_ETH_WC&EOPP.SCNode=SA&EOPP.SCPortal=EMPLOYEE&EOPP.SC...

Apps New Tab How I Make Rose... How to Produce G... Work Recovery Pr... Mexican Honey-Li... NaTIS Online Servi... Endnote Department of Lib... Personal and Busi... Templates - Pictur... Reading List

Favorites Main Menu Research Grants and Ethics Ethics WorkCenter My Ethics Application

Welcome Tracey Andrew (P4351487) to Campus Production (PSCSMPRA)

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My Ethics Workcenter Setup

Ethics WorkCenter

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Method to obtain information

Inclusion/Exclusion criteria (e.g. age, gender, affiliation)

Personalize Find First 1 of 1 Last

Estimated literacy level

1

Expect all participants to be able to read? Yes

Expect all participants to understand English? Yes

How will the participants be recruited?

What will the participants be asked to do? (In detail)

What will their data / samples be used for?

Who will carry out these procedures?

C15_Working_Dr...doc Dr_BO_Rikhotso....pdf oupa_section_2....pdf HH_permission_....pdf HH_permission_....pdf TB_questionnai....docx Show all

Section 11: Human participants continued

Search results - tracey.andrew x Staff My Ethics Application

upnet.up.ac.za/psp/pscsmpra/EMPLOYEE/SA/c/UP_ETH_MENU.UP_ETH_WC.GBL?pslnkid=UP_ETH_WC&PORTALPARAM_PTCNAV=UP_ETH_WC&EOPP.SCNode=SA&EOPP.SCPortal=EMPLOYEE&EOPP.SC...

Apps New Tab How I Make Rose... How to Produce G... Work Recovery Pr... Mexican Honey-Li... NaTIS Online Servi... Endnote Department of Lib... Personal and Busi... Templates - Pictur... Reading

Favorites Main Menu Research Grants and Ethics Ethics WorkCenter My Ethics Application

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Describe the manner in which confidential information will be handled, and in which confidentiality will be assured

Describe what you will do to obtain informed consent/assent from your participants (or their caregivers in the case of underage participants)

Detail the measures you will take to ensure that participation is voluntary

Will participants be rewarded/reimbursed for participation? No

13. Experimental Laboratory

Will any experiments be done in a laboratory? No

14. Principal Investigator(s) Declaration for the storage of research data and/or documents

I, the Principal Investigator(s), Ms KT Andrew

of the following trial / study titled

Rewards: UP policy is that you do not offer rewards

Step 9: Data storage – must complete this section

The screenshot shows a web browser window with the URL `upnet.up.ac.za/psp/pscsmpra/EMPLOYEE/SA/c/UP_ETH_MENU.UP_ETH_WC.GBL?psinkid=UP_ETH_WC&PORTALPARAM_PTCNAV=UP_ETH_WC&EOPP.SCNode=SA&EOPP.SCPortal=EMPLOYEE&EOPP.SC...`. The browser tabs include "Search results - tracey.andrew", "Staff", and "My Ethics Application". The page title is "Welcome Tracey Andrew (P4351487) to Campus Production (PSCSMPRA)".

The main content area is titled "Ethics WorkCenter" and contains a form for "14. Principal Investigator(s) Declaration for the storage of research data and/or documents". The form includes the following fields and text:

- Question: "Will any experiments be done in a laboratory?" with a dropdown menu set to "No".
- Section: "14. Principal Investigator(s) Declaration for the storage of research data and/or documents"
- Text: "I, the Principal Investigator(s), of the following trial / study titled
- Text: "will be storing all the research data and/or documents referring to the above mentioned trial/study at the following address:"
- Text: "[Please note: The address must be at the Department where your research is performed and not your residential address]"
- Fields: "Address Line 1", "Address Line 2", "Address Line 3", "Address Line 4", "City", "Postal Code" (all empty text boxes)
- Text: "[This period includes the time needed for performing the research as well as writing up the results]"
- Fields: "START DATE OF TRIAL/STUDY:" and "END DATE OF TRIAL/STUDY:" (both empty date pickers)
- Text: "I understand that the storage of the abovementioned data and/or documents must be maintained for a minimum of 10 YEARS from the commencement of this trial/study."
- Text: "Until which year will data be stored:" (empty text box)

The left sidebar contains navigation links for "My Ethics Workcenter", "Setup", "Ethics WorkCenter", "How to use the system", "Statistics", "External Persons", "Researchers", "Approvals & Reviews", and "Reports".

The bottom of the browser shows several open documents: "C15_Working_Dr....doc", "Dr_BO_Rikhotso....pdf", "oupa_section_2....pdf", "HH_permission_....pdf", "HH_permission_....pdf", and "TB_questionnai....docx".

Step 10: Declaration and POPIA Act

Search results - tracey.andrew x Staff My Ethics Application

upnet.up.ac.za/psp/pscsmpra/EMPLOYEE/SA/c/UP_ETH_MENU.UP_ETH_WC.GBL?psInkid=UP_ETH_WC&PORTALPARAM_PTCNAV=UP_ETH_WC&EOPP.SCNode=SA&EOPP.SCPortal=EMPLOYEE&EOPP.SC...

Apps New Tab How I Make Rose... How to Produce G... Work Recovery Pr... Mexican Honey-Li... NaTIS Online Servi... Endnote Department of Lib... Personal and Busi... Templates - Pictur... Reading Li

Favorites Main Menu Research Grants and Ethics Ethics WorkCenter My Ethics Application

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Will genetically modified organisms be used in the research? No

29. Declaration

Only the PI can completes this section and submits

Declaration	Yes, No, N/A
1 The research will be done in accordance with all relevant policies of the University of Pretoria.	
2 All researchers involved in the study will apply ethical practices in every aspect possible in using human participants for research, from the point of inception to the point of publishing the results.	
3 The identity of the human participants will be kept confidential.	
4 The fieldwork (interviews/focus groups/survey/other) has already begun	
5 The following statements were included in the informed consent forms:	
6 Participation is voluntary and there will be no penalty or loss of benefit if they decide not to take part.	
7 Participants have the right to withdraw from the research at any time without having to explain why.	
8 Participants have the opportunity to ask questions about the proposed study before signing consent.	
9 Participants have the rights of access to their data	
10 When writing up my research results I will comply with UP's policies regarding plagiarism	

30. POPI Act

I acknowledge that I read and understood the information related to the POPI Act [View POPI Act](#)

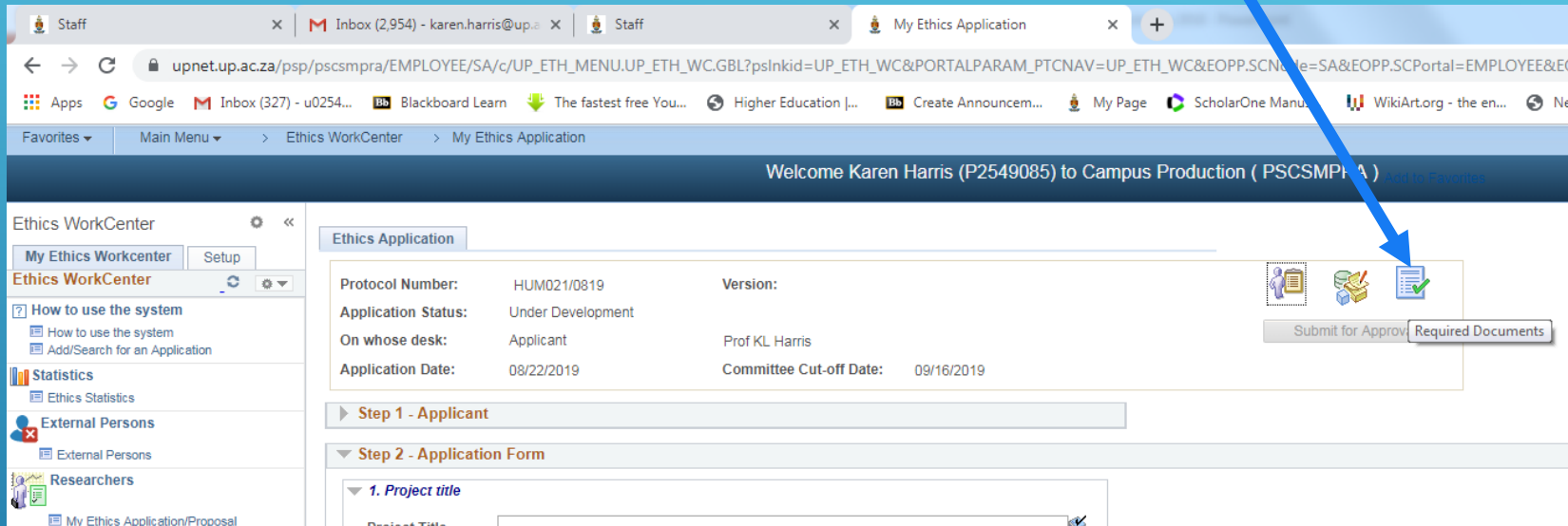
31. Health Related

What constitutes 'health research' that must be considered by the Health Sciences Ethics Committee?

All research that may be health related

C15_Working_Dr....docx Dr_BO_Rikhotso....pdf oupa_section_2....pdf HH_permission_....pdf HH_permission_....pdf TB_questionnai....docx Show all

Uploading of all relevant documents:



Research Proposal

Memorandum of Agreement

Letters of Informed Consent

Permission letters on official
letterheads:

- To...

- From...

Questionnaires

Surveys

Interview schedules

Where is my application now????

1 Status of application

2 On whose desk

The screenshot displays the 'Ethics WorkCenter' interface. The main content area shows the following details:

- Protocol Number:** HUM006/0224
- Version:** Ms KT Andrew
- Application Status:** Under Development
- On whose desk:** Applicant
- Application Date:** 02/02/2021
- Committee Cut-off Date:** 15/02/2021

On the right side, there are three tabs: 'Application', 'Comments', and 'Documents'. Below these tabs is a yellow button labeled 'Submit for Approval'. The main form area is divided into steps:

- Step 1 - Applicant**
- Step 2 - Application Form**
 - 1. Project title**
 - Project Title: [Text input field]
 - Short description: [Text input field]
 - Is this study related to another study? [Dropdown menu]
 - 2. Short literature review that justifies the project**
 - Short literature review - Refer to the Project Proposal: [Text input field]
 - 5500 characters remaining
 - 3. Aims and objectives of the project**

Blue arrows from the text on the left point to the 'Application Status' and 'On whose desk' fields, and the 'Submit for Approval' button.

Status of application

Welcome Tracey Andrew (P4351487) to Campus Production (PSCSMPRA)

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My Ethics Workcenter | Setup

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Does the study require the use of hazardous materials? No
Does the doing of the research have an environmental impact? No

26. Animals for research or testing purpose

Will animals be used for research or testing purposes? No

27. Genetically modified organisms

Will genetically modified organisms be used in the research? No

29. Declaration

Declaration	Yes, No, N/A
1 The research will be done in accordance with all relevant policies of the University of Pretoria.	Yes
2 All researchers involved in the study will apply ethical practices in every aspect possible in using human participants for research, from the point of inception to the point of publishing the results.	Yes
3 The identity of the human participants will be kept confidential.	Yes
4 The research has not begun without ethical approval.	Yes
5 The following statements were included in the informed consent forms:	Yes
6 Participation is voluntary and there will be no penalty or loss of benefit if they decide not to take part.	Yes
7 Participants have the right to withdraw from the research at any time without having to explain why.	Yes
8 Participants have the opportunity to ask questions about the proposed study before signing consent.	Yes
9 Participants have the rights of access to their data	Yes
10 When writing up my research results I will comply with UP's policies regarding plagiarism	Yes

Navigation - Audit Trail

Save | Search | Previous in List | Next in List

Navigation trail

Welcome Tracey Andrew (P4351487) to Campus Production (PSCSMPRA)

Ethics WorkCenter

Navigation - Audit Trail

Action	Application Status	Role	Description	Date	On whose desk
1 Add	Under Development	Applicant	Pulane Maine	2020/07/27 03:49 PM	Ms PJ Maine
2 Change	Submit for Approval	Applicant	Pulane Maine	2020/07/30 12:30 PM	Miss SN Mostert
3 Change	Accepted by Student Supervisor	Student's Supervisor	Sonja Mostert	2020/07/31 08:13 AM	Maree DJF Prof
4 Change	Referred back to Applicant	Reviewer	David Maree	2020/08/06 09:27 PM	Ms PJ Maine
5 Change	Submit for Approval	Applicant	Pulane Maine	2020/08/08 09:08 PM	Miss SN Mostert
6 Change	Accepted by Student Supervisor	Student's Supervisor	Sonja Mostert	2020/08/11 09:00 AM	Maree DJF Prof
7 Change	Referred back to Applicant	Reviewer	David Maree	2020/08/15 08:36 AM	Ms PJ Maine
8 Change	Submit for Approval	Applicant	Pulane Maine	2020/08/16 04:58 PM	Miss SN Mostert
9 Change	Accepted by Student Supervisor	Student's Supervisor	Sonja Mostert	2020/08/17 08:39 AM	Maree DJF Prof
10 Change	Referred back to Applicant	Reviewer	David Maree	2020/08/17 08:45 AM	Ms PJ Maine
11 Change	Submit for Approval	Applicant	Sonja Mostert	2020/08/17 09:10 AM	Miss SN Mostert
12 Change	Accepted by Student Supervisor	Student's Supervisor	Sonja Mostert	2020/08/17 09:20 AM	Maree DJF Prof
13 Change	Accepted by Research Member	Research Committee member	David Maree	2020/08/17 10:25 AM	Prof C Guse
14 Change	Accepted by Head of Department	Head of Department	Catharina Guse	2020/08/19 02:42 PM	Mokalapa D Ms / Andrew KT Ms
15 Change	Ready for Review	Ethics Administrator	Tracey Andrew	2020/09/21 04:46 PM	Andrew KT Ms
16 Change	Under Review	Ethics Administrator	Tracey Andrew	2020/09/21 04:59 PM	de Beer AM Dr / Dos Santos AJ Dr
17 Change	Reviewed	Reviewer	Andeline Dos Santos	2020/09/26 01:19 PM	de Beer AM Dr
18 Change	Reviewed	Reviewer	Anna-Marie de Beer	2020/09/29 02:57 PM	Andrew KT Ms / Mokalapa D Ms
19 Change	Recommendation Set	Ethics Administrator	Tracey Andrew	2020/10/08 05:11 PM	Pikiravi I Prof

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**All the best with your research
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Keep it ethical**

tracey.andrew@up.ac.za

(please quote protocol number with enquiries)