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| **Research Ethics Board (REB) - Submission Checklist** | FORM 13 |

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| **Project Title:** |  |

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Thank you for submitting your research study to the Michener Institute for consideration.

Please assure that the following elements are included and place this completed form on top of your submission.

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| Included | Pending | N / A | **Documents** |
|  |  |  | Completed Application form  *Use TAHSN form for clinical trials, Michener Form 1 for all other social science/humanities projects; Include original signatures from Principal Investigator (PI)* |
|  |  |  | Current Research Protocol  *Include version, date, number* |
|  |  |  | Investigator’s current Curriculum Vitae |
|  |  |  | Informed Consent forms (ICF) on Michener letterhead  *Refer to ICF templates* |
|  |  |  | TCPS 2: CORE online tutorial Certificate  *To complete online tutorial:* [*http://tcps2core.ca/welcome*](http://tcps2core.ca/welcome) |
|  |  |  | Approval of Division Chair / Head |
|  |  |  | Other  *Data collection form(s), questionnaire(s), information sheet(s), advertisement(s), telephone guide, interview script(s), participant diaries, and Data Safety Monitoring Board Charter* |
|  |  |  | Other  *Ethics, Scientific, or Scholarly Review(s)* |
|  |  |  | Itemized Budget |
|  |  |  | **For studies requiring Health Canada submission** |
|  |  |  | No Objection Letter (NOL) / Investigation Testing Authorization (ITA) / Notice of Authorization |
|  |  |  | Investigator brochure / Product monograph |