

## EASHW TIPS\_ STUDENT RESEARCH

*The final responsibility for each student research lies with the supervisor<sup>1</sup> who supervises them.*

Students cannot submit *an application* to EASHW. Only staff members of the AUHA (Uantwerp, AP & KdG) can have their research screened by EASHW. In **Part B of the EASHW-application**, you must **guarantee that the research is supported by AUHA staff members** and indicate if necessary whether and how students will be involved in conducting the research. Only in *exceptional cases* can a supervisor (staff member of the AUHA) submit an application for student research. We will explain this later in this document, but first start with the general EASHW recommendations that apply to all students (and their supervisors as the person with final responsibility).

### DUTIES OF ALL STUDENTS AND SUPERVISORS

For **all research conducted by students** within the AUHA, we advise students and supervisors of the research to do the following:

- In every research in the BA or MA program , **all STUDENTS involved adhere to the EASHW guidelines**. Students are expected to know the EASHW guidelines.
  - All necessary documents are freely available via the general website: <https://www.uantwerpen.be/nl/onderzoek/beleid/evaluatie-ethiek-integriteit/ethische-advisering/shw/>
  - We ask all study programmes to post a message with a link to the EASHW website on all channels where students can find information about student research.
- **PROMOTORS** monitor everything closely and **bear the (final) responsibility for this**. For research at UAntwerp, we at EASHW advise you to appoint a ZAP-member to every student research.

### PREFERENTIAL RESEARCH FOR STUDENTS – NO EASHW APPLICATION IS REQUIRED/POSSIBLE FOR THIS

- **PREFERENCE IS GIVEN TO RESEARCH WITH NO/MINIMAL ETHICAL RISKS:**
  - **What:** This is research in which the answer is "NO" to the questions of the ethical risk analysis.
    - **EXCEPTION:** the question about the "legal consent" (GDPR) can be answered "yes", we do not count this in the 'ethical screening'.  
PLEASE NOTE: You must also strictly comply with the GDPR legislation.

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<sup>1</sup> The term "**supervisor**" in this document refers to the person who supervises, controls and guarantees quality of the student research. This person is (in accordance with the guidelines of the FWO): (a) active in scientific research, (b) in a research domain that is sufficiently in line with student research, and (c) can offer the students the necessary expertise, infrastructure and guidance.

- EXCEPTION for students from a Bachelor's/Master's degree in Education: "yes" answers for studies with minors (questions 7 & 8) are allowed.
  - **Why:** Students are junior researchers with little to no experience in scientific research. From an ethical point of view, the advice is to introduce them to low-risk research in those first steps of a possible further academic career.
  - **Procedure:** An EASHW application is *not possible*. If necessary, a certificate can be obtained that ethical screening of the study was not possible. This certificate clearly states that it concerns student research and the name of the student(s) as well as the name of the supervisor (person with final responsibility).
- **IT IS ALSO POSSIBLE TO INVOLVE STUDENTS IN ONGOING RESEARCH WITH INCREASED ETHICAL RISKS FOR WHICH EASHW APPROVAL HAS BEEN OBTAINED:**
    - The research is **part of a research project for which a preliminary/definitive positive advice has already been given by EASHW.**
    - **Why:** In this case, the student is involved in research that involves one or more ethical risks for the participants and the student himself, but there is an existing research framework with expertise from other researchers.
    - **Procedure:** The *supervisor* submits a "**Request for Adjustment**" to have the details of the student(s) included in the already approved file. This is done before the start of the study.

#### EXCEPTIONS– WHICH REQUIRES AN EXCEPTIONAL EASHW APPLICATION

Involving students in **research with increased ethical risks that is not part of (funded) ongoing research** for which EASHW approval has been obtained **is only possible under strict conditions.**

**Why:** The student becomes an executive investigator of a study that involves ethical risks for the participants and the student himself, and there is no or only a limited research framework with expertise from multiple other more senior researchers. In these cases, the supervisor must take extra precaution by properly assessing the possible risks well in advance by means of an application to EASHW. The supervisor bears the final responsibility, provides a good framework for the student and the necessary reflection throughout the entire study process.

#### **CONDITIONS WITHIN WHICH ISOLATED STUDENT RESEARCH WITH ETHICAL RISKS IS EXCEPTIONALLY POSSIBLE:**

1. **SUPERVISOR:** The supervisor must already be doing research within the theme of the proposed student study. The supervisor's research was/is not (yet) funded, and there is therefore no pending EASHW application yet. However, the supervisor

already has the necessary substantive and methodological experience with the research theme.

2. **STUDENT:** The student wants to carry out more challenging research and possibly aspire to an academic career.

### **PROCEDURE FOR ISOLATED STUDENT RESEARCH WITH ETHICAL RISKS**

- **The supervisor prepares the EASHW application** and submits this application well in advance.
  - Submit the application *at least a few weeks* before the start of the study.
- In Part B of the EASHW-application, we ask you to mention the following aspects in the explanatory notes:
  - **The supervisor** demonstrates that they have sufficient knowledge and research expertise with regard to the research theme.
  - **The student** declares that they are familiar with the EASHW guidelines (i.e. has read Tip Sheets on the website). The student also declares that they voluntarily want to carry out ethically challenging research. If applicable, also mention what other steps will be taken towards a further academic career (e.g. working towards a publication; applying for a doctoral scholarship).

## FLOWCHART RESEARCH CONDUCTED BY STUDENTS

### DOES THE STUDY INCLUDE ETHICAL RISKS?

= if you answer "YES" at least 1 time in the risk analysis

With the exception of the question about "legal permission" (Q3 – answer can be YES),  
Students from an Educational BA/MA may also answer yes to questions 7&8 (working with minors)



