

**REQUIREMENTS FOR ONLINE SUBMISSION OF PROTOTOLS FOR ETHICAL REIEW  
AND APPROVAL BY THE CLARKE INTERNATIONAL UNIVERSITY-RESEARCH ETHICS  
COMMITTEE (CIUREC)**

**A.) When submitting protocols to CIUREC for ethical review and approval, the following are the requirements;**

1. Clearance letter from the institution of learning/admission letter
2. Cover letter addressed to the CIUREC chairperson
3. Proof of payment for protocol review (refer to the fees structure for details on payment).
4. Plagiarism check report.
5. Protocol/proposal. The proposal should have all the sections and chapters, and should be signed by both the student and the supervisor
6. Data collection tools with translated versions if applicable
7. Informed consent form (both the English and local language versions where applicable)
8. Researchers' brochure or CV
9. Material transfer agreement form for studies that intend to move samples from one location to another.

**B.) Documents required when submitting protocols/proposals through the National Research Information management system (NRIMS);**

1. National Id number for Citizens
2. Passport number for non-Citizens
3. Plagiarism report
4. Create a folder and include all the documents that apply to your study as indicated in section B.)
5. Please note that for clinical trials and other studies that may involve invasive procedures, you will be required to attach your GCP certificate.
6. Lastly, when creating an account for NRIMS, please use the link that will be sent to your email to access your NRIMS account for the first time. Once you have created an account, go ahead and fill in and remember to choose CIUREC as the REC of your preference.