



APPLICATION FORM 1

RESEARCH DATA GATEKEEPER COMMITTEE: REQUEST FOR USE OF NWU DATA FOR RESEARCH PURPOSES (SECONDARY DATA USE) BY INTERNAL AND EXTERNAL RESEARCHERS

The following completed application form and accompanying appendices must be submitted by e-mail to NWU-RDGC@nwu.ac.za.

NOTE:

- 1) Follow the NWU-RDGC Terms of Reference and accompanying Appendix A (Guidance document) for a detailed description of the process.
- 2) See concept definition of *secondary data use* in the Appendix A (Guidance document).

1. Researcher/student contact information

First name:		Last name:	
E-mail:		Phone number:	
Title of the study:			
REC approval number (final/conditional approval):		Name of institution:	

2. Supervisor/promoter (in the case of a student)

Title:			
First name:		Last name:	
E-mail:		Phone number:	

3. Co-supervisor/co-promoter/co-researcher details (if applicable)

Title:			
First name:		Last name:	
E-mail:		Phone number:	

(Note: Add the above-mentioned table if more co-supervisors/co-promoters/co-researchers)

4. Title of the intended research

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5. The faculty or system/department/laboratory that the researcher or student wishes to approach to obtain the required data for research purposes

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6. A full description of the NWU data (staff, students, or system/department/laboratories) to be used for the research

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7. A motivation for why NWU data must be used for this research

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8. Stipulation of the research period (*Not to exceed one year*)

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9. A thorough explanation on how the researcher during this research, will adhere to the Protection of Personal Information Act 4 of 2013 in the protection of the acquired NWU data

Note: Do not describe the Protection of Personal Information Act 4 of 2013 content but apply to your own research

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10. Required attachments

- 10.1 The approved research protocol/proposal (Ensure that the proposal/protocol includes a full description of the research methodology with special reference to the procedure and method that will be used to analyse and store the acquired NWU data).
- 10.2 Proof of final approval of the research project by a Scientific Committee (SC) if such a structure exists at your institution, and
- 10.3 Proof of final or conditional Research Ethics Committee (REC) approval (pending the RDGC's approval), by your institution. (**Important note:** The implication hereof is that the ethics-approval process should have been concluded before an application to the RDGC is made).

Signature of applicant: _____

Date of application: _____