



Avinashilingam

Institute for Home Science and Higher Education for Women

University

(Estd. u/s 3 of UGC Act 1956)

Institutional Human Ethics Committee

Instructions to Investigators

- **Please read the guidelines given in the SOP before preparing the application.**
- Kindly prepare your applications as per the format put up in our website. Please download the form and fill in the same using MS Word.
- Three hard copies and one soft copy (on CD) of the proposal should be submitted. Please mark the CD clearly with the name of the PI, Department and date of submission.
- Please forward a soft copy by email to ihec_auw@gmail.com with the name of PI and department name in the subject line.
- The last date for submission for the next ethics committee meeting is **3rd January 2014**. However, you are encouraged to submit the proposals earlier.
- The studies that involve the following criteria needs to additionally submit the relevant documents as indicated below:

S.No.	Criteria in proposal	Additional documents to be submitted
1.	Involves study participants from institutions like schools, colleges, orphanages, special needs institutions etc.	Approval letter from the head of the institution
2.	Involves tribals (including tribal children)	Approval letter from tribal chief [If study is from a different geographic location other than Coimbatore, a letter from the District Collector should also be enclosed]
3.	To be executed in a geographic location other than Coimbatore and its suburbs	Approval letter from an IHEC in the area of study execution
4.	Involves a study group who do not comprehend English	A translation of the ICF in the local language of the area where the study is being conducted
5.	Any kind of supplementation	Evidence for online registration with CTRI
6.	Any kind of biological sample collection	Acceptance letter from a qualified medical doctor, familiar with the area of research, to act as a member in the study panel (Please ensure that the Registration Number of the medical practitioner is present in the seal or the letter head)

Contd...



Avinashilingam

Institute for Home Science and Higher Education for Women

University

(Estd. u/s 3 of UGC Act 1956)

S.No.	Criteria in proposal	Additional documents to be submitted
7.	Any kind of special group as study sample (e.g., infants, toddlers, very young children, adolescents, transgenders, mentally compromised individuals (from mild to severe), autistic children, differently abled individuals, individuals with signs of depression, participants afflicted with sensitive conditions like HIV infection, etc., terminally ill patients, unstable patients, individuals who have suffered second or third degree burns, individuals with multiple medical conditions, etc.)	Acceptance letter from a qualified medical doctor, familiar with the area of research, to act as a member in the study panel (Please ensure that the Registration Number of the medical practitioner is present in the seal or the letter head)