**Faculty or Department Ethical Review Agreement**

Between

Vancouver Island University Research Ethics Board (“the REB”)

And

Vancouver Island University [insert Program or Faculty name]

(“the Parties”)

WHEREAS the REB is responsible for ensuring all research associated with Vancouver Island University (VIU) and involving human participants adheres to the *Tri-Council Policy Statement for the Ethics Conduct for Research Involving Humans* (TCPS 2018);

AND WHEREAS the parties wish to work cooperatively to ensure timely and rigorous ethical review of minimal risk, course-based student research occurring within [insert program or faculty name];

NOW THEREFORE the parties agree as follows:

1. The [insert Program or Faculty name] will form the [insert program or faculty name] Ethics Review Committee (ERC) for the purpose of reviewing minimal risk, course-based student research under delegated authority of the REB.
2. The [insert program or faculty name] ERC will be comprised of a Chair at least one other identified Member, one of whom must have served or be currently be serving as a Member of the REB.
3. The [insert program or faculty name] ERC and the REB will adhere to the procedures documented in the “*[insert program or faculty name] Ethics Review Committee Procedures for Ethical Review of Course-based Student Research Involving Human Participants*,” as approved by the REB.
4. This agreement is in force for two years, until [insert date].
5. The REB has the authority under VIU Procedure 31.03.001 to withdraw its approval of this Agreement at any time.

Signed on this \_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_, 202\_\_.

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| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  , Chair  Research Ethics Board | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  [insert program Chair or Faculty Dean name] |