



Northwestern Visayan Colleges
CENTER FOR RESEARCH AND CREATIVE WORKS
2nd Floor RSQ Building, Capitol Site, Kalibo, Aklan

**REQUIREMENTS FOR RESEARCH
ETHICS REVIEW**

1. Letter of application for research ethics review addressed to NVC- RERC Chair

ALLAN ANGELO L. QUIMPO, CPA, MBA
Chair, Research Ethics Review Committee
Northwestern Visayan Colleges
Kalibo, Aklan 5600

2. Requirements upon Submission

- Accomplished RERB Application (Form 07-1)
- Full protocol/Research proposal (Chapters 1, 2 and 3) with references.
- Validated Research Instrument/Questionnaire for Quantitative Research
- Certificate of Validation for researcher-made questionnaire preferably from (3) three experts in the field, not by the adviser and panel members
- Informed Consent Form (NVC-RERC template)
- Assent Form for minor respondents/participants (NVC-RERC template)
- Certificate of Technical Review/Approval sheet of proposal signed by (3) three members of the technical panel and the Dean
- Turnitin Similarity Certificate from NVC-CRCW
- Budget (if applicable)
- Curriculum Vitae/Resume of the Researcher/Investigator and Co-Researchers with 2x2 photograph
- GANTT Chart/Timelines/Table of schedule
- Official Receipt of Ethics Review paid to Account No. ____ Rates:
 - a) Php ____ for undergraduate
 - b) Php 2,000 for graduate students
 - c) FREE for faculty/staff

Two (2) Hard Copies (Soft Bound in Blue or Black cover) of the above documents placed inside a long clear plastic envelope. (*Submit via mail or through the Research Ethics Review Office drop box located at 2nd Floor RSQ Building, Capitol Site, Kalibo, Aklan*)

- Soft Copy of the above documents emailed to dmdmorales@nvc.edu.ph
(Please cc your adviser of the above documents)

For inquiries or concern, you may visit the Center for Research and Creative Works or email dmdmorales@nvc.edu.ph

Note: Please make sure to have your requirements checked by the RERC Staff (through email) before printing for softbound.