

Guidance for external researchers looking to recruit Queen Mary staff and or student members

Before you can recruit participants from Queen Mary University of London for a research project, you will need to gain permission from the Queen Mary Ethics of Research Committee.

External researchers wishing to recruit staff or students from Queen Mary University of London will need to submit a request to the research-ethics@qmul.ac.uk.

Recruitment should not commence until permission has been given.

Please note that permission for access is not ethics approval - your responses will not be submitted for ethics review.

This process applies to researchers external to Queen Mary University of London who have obtained an ethics opinion from a non-Queen Mary research ethics committee. This also applies to Queen Mary University of London staff and students who have obtained ethics approval from an external (non-Queen Mary) research ethics committee.

- Brief description for why QMUL staff/students need to be recruited for the research
- A copy of the ethics approval letter
- A copy of the ethics application form
- Details of the recruitment methods to be used and copies of recruitment documents such as information sheets, consent forms, posters, etc.
- Assurance that suitable insurance arrangements are in place for the study as QMUL would not be liable for the research.