Checklist

Ethics Committee of EBS Universität

(Version 06/2025)

→ An information sheet (study information) and a consent form for the participants (or their legal guardians) must typically be attached to the short application.

The information sheet (study information) for the participants includes, among other things, a brief description of the study's purpose, a description of the procedure, duration, and effort required from the participant, a note on any interventions and particular burdens, as well as a (permanently valid) address of the study director or their office. The information sheet also informs the participant about data protection measures (e.g., that data will be collected anonymously or deleted after a specified period). Participants must be informed that participation is voluntary and that they will not suffer any disadvantages if they choose not to participate. The text must be easily understandable for the participant.

The consent form text for the participants must particularly include information about the right to withdraw at a later point (in the case of non-anonymous data).

- Title of the study
- Name of the applicant and person responsible for the project
- Who finances the project (research funding agency)?
- Short description of the project

Please tick the appropriate answers in the table below. If questions - other than those following an existing ethics vote - were answered with "No", a comprehensive justification for the necessity of this procedure must then be given or, alternatively, a long proposal must be submitted to the Ethics Committee.

	Yes	No
An ethics vote has already been obtained by the investigators for a comparable study. (If yes, please provide information on the project name, ethics committee, and the date of the vote.)	☐	☐
Participant Information Prior to the Study		
Participants will receive comprehensive information about:	☐	☐
• the general objectives of the study,	☐	☐
• the scientific relevance of the study that justifies the effort required of participants,	☐	☐
• the duration of the study,	☐	☐
• potential burdens and risks resulting from the study procedures,	☐	☐
• compensations and other benefits offered to participants,	☐	☐
• the voluntary nature of participation,	☐	☐
• the possibility to withdraw from the study at any time without negative consequences,	☐	☐
• the nature of the information to be collected (e.g., confidential information such as medical history, autobiographical experiences, political and religious beliefs),	☐	☐
• how the data will be stored (e.g., anonymization, pseudonymization, who will have access to the data, how personal data will be protected) and the duration of storage (i.e., deletion date),	☐	☐
• the possibility to request the deletion of their own data afterward, or—in the case of anonymous data collection—that such deletion is not possible.	☐	☐

	Yes	No
No intentional deception of participants will take place (i.e., no incomplete or false information about the study's aims or procedures, no manipulated feedback regarding participants' performance). In the case of necessary intentional deception, full debriefing about the true objectives of the study will take place after its completion.	☐	☐
The information is written in language that is clear and age-appropriate (i.e., without technical terminology or foreign words). Participants and, if applicable, their legal guardians will receive a copy of the information sheet and the consent form including the contact details of the study director (for online studies: a printable version will be provided).	☐	☐
Voluntariness of Participation		
The voluntary nature of participation is ensured; in particular, there is no direct dependency relationship between the investigator and the participant (e.g., physician-patient, lecturer-student). The amount of compensation corresponds to a reimbursement of effort and does not impair voluntariness (e.g., by being excessively high).	☐	☐
Only individuals who are not subject to ongoing physical or psychological strain and who are fully legally competent will be included. [Otherwise, a full application is required (e.g., for children under 12 years, incarcerated individuals, patients), including the informed consent of legal guardians if necessary.]	☐	☐
Participant Burden		
Participants will not be physically stressed beyond the usual level encountered in everyday life (e.g., no medication or placebo administration, no sports medical diagnostics).	☐	☐
Participants will not be mentally stressed in an exceptional way (e.g., by study duration, aversive stimuli, negative experiences, or deceptive procedures with personal relevance).	☐	☐

	Yes	No
In the case of significant mental stress, participants will receive support during and after the study if needed, or they will be provided with contact information of a pre-informed support center.	☐	☐
Participants will not be asked to disclose confidential information (e.g., about their financial situation, religious, sexual, or political beliefs).	☐	☐
Data Protection		
No video or audio recordings are planned. No recordings (such as interviews containing biographical details) are planned that would allow direct identification of individual participants.	☐	☐
Data will be either: fully anonymised (i.e., no unblinding list exists, so that it is no longer possible to link data to individuals) or pseudonymised (i.e., personal data are replaced with a code), in which case participants will be informed about the nature and duration of storage of the unblinding list, and only individuals bound by confidentiality will have access to personal data.	☐	☐
If an unblinding list is created, it must be deleted as soon as possible after data collection.	☐	☐
Conflict of Interest and Independence of Research		
The study is conducted independently, even if it is funded by or commissioned by an external organization. The commissioning party does not influence the formulation of research questions, data collection procedures, analysis, or reporting of results.	☐	☐
All investigators involved in the study declare that they currently have no financial or personal interests that could affect the objectivity of the study. Should any conflicts of interest arise (e.g., institutional or professional), these will be disclosed to the ethics committee and made transparent to participants upon request.	☐	☐

Note. Guidelines partly adapted from the Ethics Committee guidelines of Goethe University, Frankfurt.

Study Description:

Study Description: