



NUSC Department Ethics Review Committee (DERC)

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Department Ethics Review

NUS College (NUSC) Department Ethics Review Committee (DERC) review students' projects that qualify for IRB review exemption.

The objectives of the DERC are:

1. to assess the level of risk to human subjects in research projects of the Department's academic staff members and students, and
2. to make recommendations on the appropriate type of ethics review for each research project

Exemption is given to the research projects that: **Department Ethics Review**

Fall into one or more of the IRB exemption categories ([view this document for details of the categories](#))

1. Are of minimal risk;
2. Does not involve a vulnerable population;
3. Does not touch on sensitive topics; and
4. Does not involve deception/withholding of study's stated aims and objectives from research participants.

Before obtaining the DERC approval, students should not start the data collection process. Students who violate this rule will be penalised. The DERC's request for amendments to the research protocol, if any, should be followed and reflected in the revised application.

Instructions:

1. Forms and documents must be submitted in soft copy to the following email, nusc.ethics@nus.edu.sg.
2. The [NUSC DERC Application Form](#) and [Participant Information Sheet \(PIS\) & Consent Form \(CF\)](#) can be downloaded here.
3. Submissions should include accompanying support documents such as consent form, survey questionnaire, interview/focus group question guide and/or other relevant information.
4. Please ensure that the PI of the project and the supervisor both sign the application form.
5. We will acknowledge your application within three working days and if you do not receive an acknowledgement, please email to nusc.ethics@nus.edu.sg.
6. The application takes approximately 14 days to process the review. Therefore, students should plan when to apply for the review.
7. For urgent applications outside of the above deadlines, please send an email to DERC requesting an urgent review. This request needs to be accompanied by the support of your supervisor.

Please direct all requests to nusc.ethics@nus.edu.sg.