****

**Memorandum**

School/College………………………………..Phone Number…………………………..Fax Number……………………

Ref …………………/………………………………….. Date………………………………..

Re: Clarification on questions or suggestions of the committee

To The Chairman of Walailak University Ethics Committee in Human Research

I……………………………………School/College………………………….revised the research proposal entitled…………………………….……..…………..........in response to the Humans Research Ethics Committee according to the revision report and attach the revised document for the committee’s consideration as follow:

1. One original and one copies of WUEC’s submission form (specify version and dated).
2. Two copies of research proposals/ thesis proposals
3. Two copies of information sheet for research subjects (specify version and dated).
4. Two copies of informed consent form for research subjects (specify version and dated).
5. Two copies of research tools (specify version and dated).
6. Others specify……………………………………..

Please kindly consider my revision.

|  |  |
| --- | --- |
| Signature………………………………….………….… | Signature ………………………………….…………. |
| (……………………………….…………) | (……………………………….……………) |
| Project Advisor  (In case the principal investigator  is a student) | Principal investigator |

**This protocol has been approved by the affiliated organization.**

Signature ………………………………….………….……………

(……………………………….……………)

Head of Department/Office or Dean of School/College

**Revision report in response to questions or suggestions by the ethics committee**

**Research title……………………………………………………………………………………………………………………….**

**Principal investigator ……………………………………………………………………………………………………………**

|  |  |  |
| --- | --- | --- |
| No. | **Question/ Suggestions** | **Revision/ Additional information** |
| 1 |  |  |
|  | **Answer or clarification** |  |
|  | **New revision** | ……………………………………….  page number \_\_\_\_\_\_  line number \_\_\_\_\_\_ |
| 2 |  |  |
|  | **Answer or clarification** |  |
|  | **Previous version:** |  |
|  | **New revision** | ……………………………………….  page number \_\_\_\_\_\_  line number \_\_\_\_\_\_ |
| 3 |  |  |
|  | **Answer or clarification** |  |
|  | **Previous version:** |  |
|  | **New revision** | ……………………………………….  page number  line number |
|  |  |  |