**Ministry of Basic and Senior Secondary Education (MBSSE)**

**Directorate of Curriculum and Research**

**Application to Conduct Research at MBSSE**

Researchers intending to conduct research at MBSSE must complete this form and submit it to the Chief Education Officer **through the Director of Curriculum and Research** (email: [okamara@education.gov.sl](mailto:okamara@education.gov.sl)). Please submit your application four weeks before the start of your research. Note that forms completed in handwriting will not be accepted.

Name of Principal Investigator…………………………………………………………………………

Institution/Organization…………………………………………………………………………………………

Your contact email and phone number………………………………………………………………..

Name of your research supervisor (if applicable)…………………………………………………..

Contact email and phone number………………………………………………………………………….

**Information About Your Proposed Research**

Title of the proposed research………………………………………………………………………………

Research Problem: Briefly describe the problem that has prompted this study (half page)

Purpose: State the purpose of your research……………………………………………………

Research Questions: Please list your research questions

Methodology: Briefly describe your research methodology (half page)

Significance: Briefly state the significance of your research for education and/or other fields (half page)

Research Duration: Start date……………………………..End date…………………………….

Participants: Identify your intended research participants in the MBSSE system (e.g., pupils/students; teachers; administrators; Ministry personnel; others)……………………………………………………………………………………………………………..

Recruitment: Briefly explain how research participants will be recruited……………………………………

Consent: Explain how you will seek participants’ informed consent to take part in your study………………………………………………………………

Nature of Participation: Specify **how** participants will take part in your research (what will they be required to do?)……………………………………………..

Duration of Participation: How long will they participate in your research? ………….

Risks: List potential risks to participants, if any………………………………………………………………

Anonymity: Explain how you will ensure anonymity of the participants……………………………….

Data confidentiality: Explain how you will ensure confidentiality of the data you will collect………………….

What will happen to the data after your research is completed?..............................

Documents/materials: Will this research involve examination of public documents and other materials in MBSSE? If so, please list the required documents/materials……………………………………….

Dissemination: List the places where your research results will be disseminated……………………………

Ethics Clearance: Please attach ethics clearance document obtained from your institution

**Thank you for submitting your application to MBSSE. We will get back to you shortly.**