

Ethics, Risk and Fieldwork (ERF)

[Ethics, Risk and Fieldwork \(ERF\) | Department of Politics and International Studies \(POLIS\) \(cam.ac.uk\)](#)

If you are completing a dissertation, you will be conducting research. You may be required to submit an ethical approval and/or risk assessment form before your research begins and by a certain deadline. We have broken down the process below, but please do read through the ERF webpages.

You may also find it useful to consult the Social Research Association's [Good Practice Guides](#) when considering the ethics and risk of your research.

When submitting an ethics or risk form, you MUST also submit a [coversheet](#). If you only need to complete one form, you will need to explain why others are not necessary on the coversheet.

Please note that all forms should be signed by your supervisor and submitted, along with your coversheet, via the ugradadmin@polis.cam.ac.uk inbox.

Ethical approval

If you will be interviewing participants, or relying on private or protected data, you need to submit an ethics form. You can find guidance and **deadlines** for this here: [Ethical Approval | Department of Politics and International Studies \(POLIS\) \(cam.ac.uk\)](#).

This [flowchart](#) is useful for indicating what type of form you need to submit.

The university's policy on research ethics is [here](#).

The ethics forms are found at the bottom of [this page](#).

Risk assessment

If you will be travelling away from your home (including elsewhere in the UK) to conduct any research or visit academic centres, you MUST submit a risk assessment. You can find details, including **deadlines**, of this here: [Risk Assessment | Department of Politics and International Studies \(POLIS\) \(cam.ac.uk\)](#).

You can find information about the different levels of risk [here](#).

The RA forms can be found [here](#).

Before sending your form(s) to ugradadmin@polis.cam.ac.uk, have you...

- ✓ Included a coversheet
- ✓ Had your coversheet and form(s) signed by your supervisor
- ✓ Used the coversheet to explain which forms you *aren't* submitting and why not
- ✓ If requiring ethical approval, included an ethical approval form, Participant Information Form and a Consent form
- ✓ If travelling, included a risk assessment?