[Please note: to download an editable version, select **File → Download → Microsoft Word**]

Reduced CV for research purposes

Please note that we have used the template recommended by the HRA for the purposes of research but with an additional section so you can demonstrate relevant leadership experiences. What follows is the accompanying information from the HRA.

Guidance for applicants

Your CV needs to demonstrate that you are qualified by education, training and experience to conduct the research.

A standard template for an investigator CV is set out below. This template would be suitable for submission of CVs by:

- Chief Investigators (for submission with main REC application)
- Local Principal Investigators (for submission with the Site-Specific Information Form to RECs and NHS R&D offices)
- Academic supervisors (for submission with student applications).

The template is issued as guidance and is not intended to be prescriptive. Use of the template is not a requirement for a valid application.

The NRES Standard Operating Procedures state that CVs should be a maximum of 2 pages. This is also guidance and is not an absolute requirement.

It is important that experience relevant to the specific research project is fully summarised, but the overall document should be kept concise. It is not necessary to provide a complete record of the applicant's professional and academic background. In particular, CVs should not include lengthy lists of publications.

This template is recommended by NRES and the NHS R&D Forum for applications both for ethical review and R&D approval.

CURRICULUM VITAE

Name:	
Present appointment: *(Job title, department, and organisation.)*	
Address: *(Full work address.)*	
Telephone number:	**Email address:**
Qualifications:	
Professional registration: *(Name of body, registration number and date of registration.)*	
Previous and other appointments: *(Include previous appointments in the last 5 years and other current appointments.)*	
Research experience: *(Summary of research experience, including the extent of your involvement. Refer to any specific clinical or research experience relevant to the current application.)*	
Leadership experience: *(Please detail in what capacity this took, number of people, and role. Examples may include non-professional settings, e.g. charity work.)*	
Relevant training: *(e.g. Leadership schemes, training in the design or conduct of research, for example in the Clinical Trials Regulations, Good Clinical Practice.)*	
Relevant publications: *(Give references to all publications in the last two years plus other publications relevant to the current application.)*	

Signature:	**Date:**