FAKULTAS EKONOMI DAN BISNIS	**Komisi Etik Penelitian FEB UI**	**Registration Number #**	
		Date	

Application for Continuing Review Approval

All research protocols that will continue research activities after the expiration of the ethical approval period are required to apply for a continuing review approval before the initial KEP approval expires. Any incomplete applications will be returned for completion. If you have any questions regarding this form, please contact kep@lpem-feui.org. KEP's working hours are 09.00 - 17.00 WIB every business day.

I. GENERAL INFORMATION

1. Title of Study	
2. Principal Investigator (*PI*)	
Name:	Address:
Affiliation:	
Phone:	Email:
3. Co-Principal Investigator (*Co-PI*) - *Add table by number of investigator*	
Name:	Address:
Affiliation:	
Phone:	Email:
Name:	Address:
Affiliation:	
Phone:	Email:
Name:	Address:
Affiliation:	
Phone:	Email:
4. Collaborating Institutions *If you apply for ethical approval in another institution, you have to forward approval documents, submission protocols/proposals, and correspondence with the other reviewers institutions to KEP FEB UI*	
5. Location of Research	
6. Funding	
A. Please explain the structure of research funding and all institutions involved in it	
B. Have there been any changes to the funding structure since the previous KEP approval?	

☐Yes ☐No
If "Yes", please explain:

7. Statement of Financial Interest

Was there a change in financial interest among the research team?
☐Yes ☐No

If "Yes", please provide an explanation and attach a "Statement of Financial Interest" to this form.

II. CONTINUING REVIEW INFORMATION

1. Are there any changes to:

☐Research Project Team Members
☐Subject Recruitment Process
☐Informed Consent Form
☐Data Collection/Experimental Procedure
☐Other procedures that affect the risks and benefits to the subject

2. Research Protocol

☐ Summary of research designs that have been approved by KEP FEB UI :

☐ Summary of research activities after approval:
Explain in detail if there are changes or deviations from research procedures, instruments, consent forms, recruitment methods, and other relevant matters from what was last approved by KEP

☐Future research plans:
Explain in detail using a clear timeline (if possible) and describe if there are plans for future changes

☐If this continuing review approval submission is late, please provide an explanation:

3. Research Subjects Recruitment

A. Number of subjects recruited since the first KEP approval:

Total:

Adults:	Minors:

B. Number of subjects who withdrew from the research (cumulatively):	
C. Number of subjects who are actively research subjects until this form is submitted:	
Total:	
Adults:	Minors:
D. Number of subjects to be recruited:	
Total:	
Adults:	Minors:
C.General explanation of the reasons for why the participants withdrew from the study:	

4. Adverse Events or Unanticipated Problems

Are there any adverse events or unanticipated problems that increase the risks to the subjects? If yes, please explain briefly and clearly.

5. Additional Reports/Permits

Does the research require additional reports/permits from other institutions?
(example: AEA Trial Registry for experimental social studies, Indonesia Clinical Research Registry for experimental studies in the health sector, reports/licensing/other requirements from research funders)

☐Yes ☐No

If "Yes" please explain the type of the additional report/permit and attach the report/permit in this form.

6. Research Findings

Have the research findings been published? If "Yes", please include the research bibliography or link on the research publication webpage

7. Summary of Research Progress

How has the research progressed since the last approval of KEP? Please list any new discoveries if any.

8. Informed Consent Forms

Please attach a copy of the consent form document used in the research.

I declare that the information provided in this application is true and complete.

I understand that I have the primary responsibilities for the conduct of the research, the ethical performance of the research, the protection of the rights and welfare of human subjects, and strict compliance with any provisions laid down by the KEP.

I agree to comply with the KEP FEB UI policies as well as the Indonesian laws regarding the protection of human subjects including:

- Carrying out the research according to the approved procedures
- Not making any changes to the procedure without the approval of KEP

- Obtaining informed consent of all subjects using the consent form sheet (unless the requirement is waived by the committee)
- Protecting identifiable and confidential information
- To immediately report significant adverse events and unanticipated problems

Signature of Principal Investigator (PI)

_____ Date _____

Full Name:

_____