

Guidelines for the deliberation by the Bioethics Committee of Seoul National University

1. Subject

- a) Subject to register: researchers affiliated with the university including faculty members, graduate students
- b) Subject to be reviewed: academic research and dissertation on “human subject research”, “human-derived materials research”, “embryonic stem cell research”

※ in case of service project, the research must be reviewed in advance if it is planned for publication or data usage

2. Timeline

- a) Date of the deliberation(in principle): second and fourth Mondays of every month

※ The schedule may be changed in case of unavoidable circumstances, but will be noticed in advance

- b) Deadline for the registration: 3 weeks before the date of deliberation
- c) Schedule for the second half of 2021

date of deliberation	deadline for the registration	date of deliberation	deadline for the registration
2021. 08. 09.	2021. 07. 23.	2021. 11. 08.	2021. 10. 22.
2021. 08. 23.	2021. 08. 06.	2021. 11. 22.	2021. 11. 05.
2021. 09. 13.	2021. 08. 27.	2021. 12. 13.	2021. 11. 26.
2021. 09. 27.	2021. 09. 10.	2021. 12. 27.	2021. 12. 10.
2021. 10. 11.	2021. 09. 24.	2022. 01. 10.	2021. 12. 24.
2021. 10. 25.	2021. 10.08.	2022. 01. 24.	2022. 01. 07.

3. How to register

- a) [Log in to mySNU](#) → click “research administration” (or “academic research”) → click “Bioethics(IRB)”
- b) ONLY full members of the Bioethics Committee can register for the deliberation (※ the completion of IRB education is required)
- c) Principle; the research must be reviewed **BEFORE it starts** (※ 「Bioethics and Safety Act」 Article 15 Paragraph 1)
- d) the register for the deliberation should be made at least 2 months before the research starts

e) **Precautions for dissertation**

- ① Register for the deliberation **at least 3 months before** the start of the research in consideration of the thesis examination schedule
- ② Be aware that, if the registration is close to the thesis examination, the dissertation **may not be approved** on research schedule
- ③ The Exemption of deliberation should be applied before the data collection and be analyzed after the approval

4. Information on the required completion of bioethics education

- a) the chief of research and researchers can undergo the deliberation after the completion of bioethics education and submission of the certificate
 - b) bioethics education: ① regular courses of graduate program ② IRB workshop conducted by the research institution ③ CITI(SBR/BMR) ④ Online education by Bioethics Committee for public institutions, etc.
- ※ Education related to research integrity is not recognized!!

5. Other notes

- a) For degree thesis, the researches must go through ① General deliberation: Submission of the advisor's oath ② Exemption of deliberation: Review and verification process of the advisor's request for deliberation
- b) If you do not submit a "Completion Report" after the research is ended (the completion of data collection), your (and your advisor's) new request for the deliberation may be restricted in the future.
- c) If the chief of research is expected to retire or graduate, he/she MUST submit a "completion report"

6. Contact

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