



HEALTH RESEARCH ETHICS COMMITTEE (HREC) FEE STRUCTURE
RECIPROCAL APPLICATIONS - 2024

INDUSTRY-SPONSORED RESEARCH

Item	Description	Price (VAT&ICRR incl)
New application	Pharmaceutical / Industry driven company sponsors an investigator to conduct a new research project	R21 325
Extension / Roll-over study / Sub-study	Project is extended; study rolls over to open label; re-evaluation of protocol for continuation; sub-study	R12 800
Annual re-certification / Progress report	Annual evaluation of research progress report for re-certification	R2 665
Protocol amendment - Major	Any change to the protocol that requires full committee approval	R4 295
Protocol amendment - Minor	Small amendment; administrative change; typographical change to protocol; budget change or change to the contract; minor technical	R1 615
Informed consent amendment	Any change to the content of the original informed consent form	R1 615
Additional investigator	Any additional investigator (per investigator)	R795

INTERNATIONAL GRANT FUNDED RESEARCH

Item	Description	Price (VAT excl)
New application	International grant funded research (Total project budget > R10m)	R16 080
New application	International grant funded research (Total project budget > R5m)	R10 625
New application	International grant funded research (Total project budget R1m to R5m)	R7 240
New application	International grant funded research (Total project budget R500 000 to R1m)	R3 785
New application	International grant funded research (Total project budget R100 000 to R500 000)	R1 935
New application	International grant funded research (Total project budget < R100 000)	R895
Extension / Roll-over study / Sub-study	Project is extended; study rolls over to open label; re-evaluation of protocol for continuation; sub-study	R895
Annual re-certification / Progress report	Annual evaluation of research progress report for re-certification	R895
Protocol amendment - Major	Any change to the protocol that requires full committee approval	R895
Protocol amendment - Minor	Small amendments, administrative changes that do not affect study design	R650
Informed consent amendment	Any change to the content of the original informed consent form	R650
Additional investigator	Any additional investigator (per investigator)	R460

NATIONAL GRANT FUNDED RESEARCH (NRF, MRC, CSIR, etc.)

New application	National grant funded research (Total project budget > R1m)	R4 030
New application	National grant funded research (Total project budget R500 000 to R1m)	R2 160
New application	National grant funded research (Total project budget R100 000 to R500 000)	R1 080
New application	National grant funded research (Total project budget < R100 000)	R540
Extension / Roll-over study / Sub-study	Project is extended; study rolls over to open label; re-evaluation of protocol for continuation; sub-study	R540
Protocol amendment - Major	Any change to the protocol that requires full committee approval	R540
Informed consent amendment	Any change to the informed consent that requires full committee approval	R380
ADMINISTRATIVE CHARGE	Lost letters and copies of documents	R380



Self-funded projects, research funded solely from a Stellenbosch University departmental budget and Harry Crossley funded research are exempt

HREC REVIEW FEES

GENERAL INFORMATION:

- 1) HREC has a graded administrative fee structure in place, which is revised annually.
- 2) Self-funded projects, projects funded solely from a Stellenbosch University Departmental budget, and Harry Crossley research are exempt from fees.
- 3) *Payment instruction form: clinical trial* or *Payment instruction form: health/human research* can be accessed from our website: www.sun.ac.za/rds/
- 4) HREC reserves the right to not review a research application, or to withhold an HREC letter, if administrative fees are outstanding.
- 5) The HREC will consider a well-motivated written request for reduction of fees. A decision will be made and communicated to the researcher in writing. Decisions taken should be viewed as final.

PAYMENT PROCESS:

INDUSTRY-SPONSORED CLINICAL TRIALS

1. Submit a completed and signed *Payment instruction form: clinical trial* along with your application for a new project, progress report, amendment etc.
2. You/your sponsor will receive an HREC invoice.
3. Payment reference: **“invoice number”**
4. Please submit proof of payment to Ms Elvira Rohland elr@sun.ac.za

INTERNATIONAL (A) AND NATIONAL (B) GRANT FUNDED RESEARCH

Stellenbosch University applicants

1. Submit a completed and signed *Payment instruction form: health/human research* **AND** proof of payment/internal requisition number along with your HREC application for a new project, progress report, amendment etc.
2. Interdepartmental requisitions are payable to: **IDO00035**
3. Payment reference:
 - a. New project application: **“Principal Investigator’s surname and initials”**
 - b. Progress report, Amendment, etc.: **“Principal Investigator’s surname and initials and “Ethics reference number”/Project Id No**
4. Research applications with outstanding HREC review fees will not enter the review process.

External applicants

1. Submit a completed and signed *Payment instruction form: health/human research* along with your HREC application for a new project, progress report, amendment etc.
2. You will receive an HREC invoice.
3. Payment reference: **“invoice number”**
4. Research applications with outstanding HREC review fees will not receive their HREC letter.

Enquiries: Elvira Rohland