



## HEALTH RESEARCH ETHICS COMMITTEE (HREC) FEE STRUCTURE January 2019

### INDUSTRY-SPONSORED RESEARCH

Item	Description	Price (VAT&ICRR incl)
New application	Pharmaceutical / Industry driven company sponsors an investigator to conduct a new research project	R29 800
Extension / Roll-over study / Sub-study	Project is extended; study rolls over to open label; re-evaluation of protocol for continuation; sub-study	R17 900
Annual re-certification / Progress report	Annual evaluation of research progress report for re-certification	R3 710
Protocol amendment - Major	Any change to the protocol that requires full committee approval	R6 000
Protocol amendment - Minor	Small amendment; administrative change; typographical change to protocol; budget change or change to the contract; minor technical	R2 250
Informed consent amendment	Any change to the content of the original informed consent form	R2 250
Additional investigator	Any additional investigator (per investigator)	R1 100

### INTERNATIONAL GRANT FUNDED RESEARCH

Item	Description	Price (VAT excl)
New application	International grant funded research (Total project budget > R10m)	R22 470
New application	International grant funded research (Total project budget > R5m)	R14 840
New application	International grant funded research (Total project budget R1m to R5m)	R10 110
New application	International grant funded research (Total project budget R500 000 to R1m )	R5 290
New application	International grant funded research (Total project budget R100 000 to R500 000)	R2 705
New application	International grant funded research (Total project budget < R100 000)	R1 240
Extension / Roll-over study / Sub-study	Project is extended; study rolls over to open label; re-evaluation of protocol for continuation; sub-study	R1 240
Annual re-certification / Progress report	Annual evaluation of research progress report for re-certification	R1 240
Protocol amendment - Major	Any change to the protocol that requires full committee approval	R1 240
Protocol amendment - Minor	Small amendments, administrative changes that do not affect study design	R900
Informed consent amendment	Any change to the content of the original informed consent form	R900
Additional investigator	Any additional investigator (per investigator)	R630

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

New application	National grant funded research (Total project budget > R1m)	R6 750
New application	National grant funded research (Total project budget R500 000 to R1m)	R3 610
New application	National grant funded research (Total project budget R100 000 to R500 000)	R1 800
New application	National grant funded research (Total project budget < R100 000)	R900
Extension / Roll-over study / Sub-study	Project is extended; study rolls over to open label; re-evaluation of protocol for continuation; sub-study	R900
Protocol amendment - Major	Any change to the protocol that requires full committee approval	R900
Informed consent amendment	Any change to the informed consent that requires full committee approval	R630

<b>ADMINISTRATIVE CHARGE</b>	<b>Lost letters, copies of documents, and follow ups</b>	<b>R630</b>
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**Non-sponsored student research for degree purposes at Stellenbosch University, 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) Non-sponsored student projects for degree purposes, 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/](http://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](mailto: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: **Cost Centre 0885**
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 [elr@sun.ac.za](mailto:elr@sun.ac.za)**