

HEALTH RESEARCH ETHICS COMMITTEE (HREC) FEE STRUCTURE January 2023

INDUSTRY-SPONSORED RESEARCH

| Item | Description | Price (VAT&ICRR incl) |
|-------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------|--------------------------|
| New application | Pharmaceutical / Industry driven company sponsors an investigator to conduct a new research project | R35 195 |
| Extension / Roll-over study / Sub-study | Project is extended; study rolls over to open label; re-evaluation of protocol for continuation; sub-study | R21 145 |
| Annual re-certification / Progress report | Annual evaluation of research progress report for re-certification | R4 385 |
| Protocol amendment - Major | Any change to the protocol that requires full committee approval | R7 090 |
| Protocol amendment - Minor | Small amendment; administrative change; typographical change to protocol; budget change or change to the contract; minor technical | R2 660 |
| Informed consent amendment | Any change to the content of the original informed consent form | R2 660 |
| Additional investigator | Any additional investigator (per investigator) | R1 305 |

INTERNATIONAL GRANT FUNDED RESEARCH

| Item | Description | Price (VAT excl) |
|-------------------------------------------|------------------------------------------------------------------------------------------------------------|---------------------|
| New application | International grant funded research (Total project budget > R10m) | R26 540 |
| New application | International grant funded research (Total project budget > R5m) | R17 525 |
| New application | International grant funded research (Total project budget R1m to R5m) | R11 945 |
| New application | International grant funded research (Total project budget R500 000 to R1m) | R6 250 |
| New application | International grant funded research (Total project budget R100 000 to R500 000) | R3 200 |
| New application | International grant funded research (Total project budget < R100 000) | R1 470 |
| Extension / Roll-over study / Sub-study | Project is extended; study rolls over to open label; re-evaluation of protocol for continuation; sub-study | R1 470 |
| Annual re-certification / Progress report | Annual evaluation of research progress report for re-certification | R1 470 |
| Protocol amendment - Major | Any change to the protocol that requires full committee approval | R1 470 |
| Protocol amendment - Minor | Small amendments, administrative changes that do not affect study design | R1 065 |
| Informed consent amendment | Any change to the content of the original informed consent form | R1 065 |
| Additional investigator | Any additional investigator (per investigator) | R750 |

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

| | | |
|-----------------------------------------|------------------------------------------------------------------------------------------------------------|--------|
| New application | National grant funded research (Total project budget > R1m) | R7 980 |
| New application | National grant funded research (Total project budget R500 000 to R1m) | R4 270 |
| New application | National grant funded research (Total project budget R100 000 to R500 000) | R2 130 |
| New application | National grant funded research (Total project budget < R100 000) | R1 065 |
| Extension / Roll-over study / Sub-study | Project is extended; study rolls over to open label; re-evaluation of protocol for continuation; sub-study | R1 065 |
| Protocol amendment - Major | Any change to the protocol that requires full committee approval | R1 065 |
| Informed consent amendment | Any change to the informed consent that requires full committee approval | R750 |
| ADMINISTRATIVE CHARGE | Lost letters and copies of documents | R750 |



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/
- 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: **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