



MINISTRY OF EDUCATION, HUMAN RESOURCE DEVELOPMENT & LABOUR

RESEARCH IN EDUCATION

Application For Permission

Corporate Planning Unit

2016/17

Persons seeking assistance from the Ministry of Education in the conduct of their research are kindly required to complete the attached form and return to the Research Officer in the Corporate Planning Unit.

RESEARCH IN EDUCATION

The Ministry of Education, Human Resource Development & Labour through the Research Officer provides support to students/persons conducting research in education. This support involves access to available relevant documentation/literature, consultation on the research process and topics outlined in the Ministry's Research Agenda.

Persons conducting research in the field of Education Human Resource Development & Labour are continually encouraged to *share the findings and recommendations emanating from their work*. This will allow the Ministry of Education to gain access to empirical data that can inform the various initiatives aimed at improving the entire education system. Further, knowledge of the work done by researchers in the field of education will assist in the revision of the Ministry's Research Agenda and greatly reduce duplication of research in similar areas.

Persons seeking assistance from the Ministry of Education in the conduct of their research are kindly required to complete the attached form and return to the Research Officer in the Corporate Planning Unit.

Please be informed that the information presented will assist the Ministry of Education in updating its database of research providers and work done to date in the area of Education.

SAINT LUCIA

MINISTRY OF EDUCATION, HRD & LABOUR

Application for Permission to Undertake Research in Public Schools

A. (Please write legibly)

RESEARCHER:

Surname: First Name:

Gender: Male ____ Female ____ Other ____

Address:

Email Address:

Telephone Number(s): Mobile:

School/Institution:

Department/Faculty:

Programme of Study: Year:

Level: Bachelor Masters PHD Other _____

Title of Study:

Completion date of Programme of study:

Research Topic:

Objective(s) of Research:

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Data required for: Long essay Dissertation/Thesis Publication

School(s) where research is to be carried out: *(Please List)*

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Proposed Sample*

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Estimated duration of research in school(s): From: To:

Documents/Materials obtained from the Ministry of Education: *(Please List if applicable)*

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Signature of Applicant: Date:

B. Tutor's Approval (where applicable)

The above mentioned research work is being carried out under my supervision.

Tutor's Name: Signature:

C. Ministry of Education – Official Approval

The above request for permission to carry out research in Public Schools is hereby approved according to the conditions overleaf.

Signature of Authorizing Officer: Date:

Research Officer

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Conditions for the approval of a request to undertake research in Public Schools

Research work is permitted to be carried out in Public Schools only if the following conditions are accepted and satisfied:

1. Requests for permission to carry out research work in Public Schools must be written on the prescribed form obtainable from the Corporate Planning Unit of the Ministry of Education, Human Resource Development & Labour.
2. The completed application form must be submitted for approval to the Research Officer, Ministry of Education, Human Resource Development & Labour at least two (2) weeks prior to the commencement of the research.
3. The approved request form showing a signed approval must be presented to the Principal or designated representative where the research work is to be carried out.
4. All research work is to be carried out at the discretion of the Principal.
5. The Ministry of Education, Human Resource Development & Labour reserves the right to be provided a full copy of the study.
6. A copy of the abstract must be submitted to the Research Officer, Ministry of Education, Human Resource Development & Labour within two (2) months of the completion of the research.
7. The researcher is to observe strict confidentiality during his/her work in schools. All management of data must be in accordance with the Statistics Act of 1973
8. A permission to carry out research work in Public Schools may be withdrawn.
9. Parental consent must be obtained for all research which includes respondents who are students under the age of 16. *Sample of this consent form should be attached to the application for permission form.*
- 10. A copy of the research instruments (e.g questionnaire, interview guide) and where applicable ethics or CUREC form should be attached to application.**

* *Researchers are advised to restrict the sample size to a minimum of teachers/students to minimize disruption to schools.*