**ROSA Request for Change**

**Please complete this form if there are significant changes to your approved ROSA project**

Completed forms and all applicable attachments **MUST** be emailed to [ROSA.Release@ufv.ca](mailto:ROSA.Release@ufv.ca)

# **FAQs**

* You must complete this form if any significant changes occur to the approved project as described in your proposal. Examples of major changes include, but are not limited to, changes in topic, objectives, or outputs. Minor changes such as the name of proposed journal the output is to be published in or timing of research activities, only need to be documented in the final report.
* Please email [ROSA.Release@ufv.ca](mailto:ROSA.Release@ufv.ca) if you are unsure if it is a major change or a minor change for clarification.
* The change request will be review by the Director of Research Services & Industry Engagement. A decision regarding your request for change will be emailed to you.

# **ROSA Request for Change Form**

1. **Change Request**

Provide a description of the change request and explain why the change is necessary.

Click or tap here to enter text.

1. **Area of Change**

Please describe the portion of the application that has changed such as objectives, methodology, project design, activities, etc.

\*Please note that major changes may require an amendment to your Research Ethics protocol if human participants are part of your study and must be approved before proceeding with the activity.

Click or tap here to enter text.