

## HEALTH RESEARCH ETHICS COMMITTEE (HREC) FEE STRUCTURE January 2022

### INDUSTRY-SPONSORED RESEARCH

Item	Description	Price (VAT&ICRR incl)
New application	Pharmaceutical / Industry driven company sponsors an investigator to conduct a new research project	R33 840
Extension / Roll-over study / Sub-study	Project is extended; study rolls over to open label; re-evaluation of protocol for continuation; sub-study	R20 330
Annual re-certification / Progress report	Annual evaluation of research progress report for re-certification	R4 215
Protocol amendment - Major	Any change to the protocol that requires full committee approval	R6 815
Protocol amendment - Minor	Small amendment; administrative change; typographical change to protocol; budget change or change to the contract; minor technical	R2 555
Informed consent amendment	Any change to the content of the original informed consent form	R2 555
Additional investigator	Any additional investigator (per investigator)	R1 255

### INTERNATIONAL GRANT FUNDED RESEARCH

Item	Description	Price (VAT excl)
New application	International grant funded research (Total project budget > R10m)	R25 520
New application	International grant funded research (Total project budget > R5m)	R16 850
New application	International grant funded research (Total project budget R1m to R5m)	R11 485
New application	International grant funded research (Total project budget R500 000 to R1m )	R6 010
New application	International grant funded research (Total project budget R100 000 to R500 000)	R3 075
New application	International grant funded research (Total project budget < R100 000)	R1 410
Extension / Roll-over study / Sub-study	Project is extended; study rolls over to open label; re-evaluation of protocol for continuation; sub-study	R1 410
Annual re-certification / Progress report	Annual evaluation of research progress report for re-certification	R1 410
Protocol amendment - Major	Any change to the protocol that requires full committee approval	R1 410
Protocol amendment - Minor	Small amendments, administrative changes that do not affect study design	R1 025
Informed consent amendment	Any change to the content of the original informed consent form	R1 025
Additional investigator	Any additional investigator (per investigator)	R720

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

New application	National grant funded research (Total project budget > R1m)	R7 670
New application	National grant funded research (Total project budget R500 000 to R1m)	R4 105
New application	National grant funded research (Total project budget R100 000 to R500 000)	R2 050
New application	National grant funded research (Total project budget < R100 000)	R1 025
Extension / Roll-over study / Sub-study	Project is extended; study rolls over to open label; re-evaluation of protocol for continuation; sub-study	R1 025
Protocol amendment - Major	Any change to the protocol that requires full committee approval	R1 025
Informed consent amendment	Any change to the informed consent that requires full committee approval	R720
<b>ADMINISTRATIVE CHARGE</b>	Lost letters and copies of documents	R720



**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)