

NATIONAL MEDICAL COLLEGE

AFFILIATED TO TRUBHUVAN UNIVERSITY

INSTITUTIONAL REVIEW COMMITTEE

Birgunj-15, Parsa, Nepal

Tel: +977-051-591014, 591320 Ext.: 1038

e-mail: irc@nmcbir.edu.np

website: <https://nmcbir.edu.np>

NMC-IRC

Research Proposal Checklist Form

The investigator or the researcher should ensure that the application form includes all supporting information.

Documents	Is Included?
1. Cover Letter	
2. Protocol Submission in NMC-IRC format	
3. Photo of principle and co-Investigators (PI and CI)	
4. CV of PI and CIs	
5. Application Fee	
6. List of Abbreviations/ acronyms	
7. Approval letter from the concerned department	
8. Consent form (Nepali, and local language if needed)	
9. Electronic copy of the proposal	
10. Tools and guidelines for data collection in Nepali	
11. A sample copy of data sheet with all variables and a row of dummy data	

Note: Address all application to the member secretary NMC-IRC. Electronic submission is must. Please download the PDF form, fill it and email back to IRC-NMC from your personal mail. In case you have problem sending from your email, you need to manually sign an agreement letter in the NMC-IRC office. You may attach separate file(s) or photos if necessary or in case of difficulty in putting them in required place. You can visit our website for FAQs, glossary and other help.

Signature

Date: