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| **Applicant’s Information** | Name | Personal Identity Number | | |
|  |  | | |
| Address | Postal Code | | City |
|  |  | |  |
| Phone | Email | | |
|  |  | | |
| Background Organisation | Applicant’s Position/Title | | |
|  |  | | |
| **Research Commisioner** | Commissioner | | | |
|  | | | |
| Contact Information | | | |
|  | | | |
| **Date and Signature** | Place and Date | | Signature | |
|  | |
| **To be filled by the Research Permit Issuer** | Research Permit | | | |
| Research permit granted | Research permit not granted | | |
| Conditions of Granting:  The researcher(s) must comply with the rules of the research permit of Vaasa University of Applied Sciences. \*  The applicant must submit the final report or publication to VAMK upon completion of the research. | | | |
|  | | | |
| Decision maker’s name  Ville Isoherranen, Acting President, CEO | | | |
|  | | | |
| **Date and Decision Maker’s Signature** | Place and Date | | Signature | |
|  | |
| **Notification of Decision** | Applicant(s), RDI-services | | | |

|  |  |
| --- | --- |
| **Researcher(s)** |  |
| **Research Title** |  |
| **Brief Description of the Research (goals, research problems etc.)** |  |
| **Research Schedule** |  |
| **VAMK’s Role in the Research (expectations from VAMK, responsibilities, etc.)** |  |
| **Research Funding** |  |

**Mandatory Attachments**

Attachment 1: Research Plan

Attachment 2: Data Management Plan

Attachment 3: Privacy Notice (if the research creates personal data registry)

Attachment 4: Any survey/interview form used in the research

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**\* Rules for Research Permit**

The applicant for the research permit agrees to the following rules:

1. The applicant(s) agrees to handle, and store received data carefully and in accordance with current laws, guidelines from the Finnish National Board on Research Integrity, and VAMK's research permit rules.
2. The received data may only be used for the purposes stated in the application and its attachments.
3. Data must not be transferred or sold to third parties. Personal data must not be transferred outside the EU and EEA without the data subject's consent.
4. Data must not be transferred or processed over open networks, such as email.
5. Data must not be used to the detriment of the data subject or Vaasa University of Applied Sciences.
6. The researcher(s) must inform research participants about their rights and any agreements related to the research. The researcher(s) must ensure that the rights of the data subjects are upheld.
7. Identifiable data must be kept only as long as necessary. Personal data can only be stored as long as necessary for the purposes of the research. The applicant is responsible for deleting personal data once it is no longer needed. The applicant agrees to immediately destroy identifiable data securely once the research is completed.
8. The researcher(s) is responsible for their own data security, including passwords and user management. They are also responsible for ensuring that technical and organizational measures meet the requirements for personal data processing.
9. Data protection breaches and misuse must be reported to Vaasa University of Applied Sciences immediately.
10. The applicant(s) is independently responsible for any damages and compensations to third parties.
11. The researcher(s) agrees to inform the research permit issuer if the research is discontinued.