



***Example: to be adapted to the specific context***

**Student declaration regarding confidentiality and the handling of research data and the ethical treatment of participants**

Title research project :  
Supervisor :

I declare the following:

- A. I have been informed of the General Data Protection Regulation (Algemene Verordening Gegevensbescherming) and the Netherlands Code of Conduct for Research Integrity (VSNU, KNAW) and will act within the spirit of these guidelines.
- B. I will regard all research data as confidential and will treat it as such. When copying data on research forms or in reports, I will ensure that the data are not traceable to persons, institutions or specific situations.
- C. I will not allow third parties, including parents, children, teachers or social workers, to view research data, unless written permission has been granted by my supervisor.
- D. I will not share any information unrelated to the project that may come to my attention about individual participants, including the sharing of information in an anonymous way (with exception of the situation mentioned under G).
- E. Unless otherwise agreed upon with the principal investigator, I will not make photocopies of original research material or file material, nor will I take this material outside the walls of the university or to spaces other than those assigned by the principal investigator. If I have to save data on my own equipment, I will do so on a computer protected with a personal password. I will not save data on poorly secured media such as a mobile phone.
- F. I will collect data only after informed consent has been given by the participants and/or their legal guardians/representatives.
- G. If a situation arises in which I have concerns about a participant, I will not act on my own but will report this to my supervisor immediately.
- H. I will not contact participants outside the scope of this research project nor after the research has been concluded. Nor will I distribute photographs, video material or other information from participants in ways other than stated in the consent form.



Universiteit Leiden

- I. Within the context of the degree programme I will not publish reports of the research results (thesis/research report/paper) without written permission from the supervisor. At the discretion of the supervisor such a report may be marked 'under embargo'. Even after the research period has been concluded, or outside the context of the degree programme, I will not publish information or findings from the research project without written permission from the supervisor.
- J. I understand that I do not have the right to ownership, or co-ownership, of the data collected, or any derivations of these data, or publications on these data.
- K. After conclusion of the research project, I will remove all research data from my personal laptops, computers, memory sticks or other information media.

Name student and studentnumber:

Place, date and signature student: