

Policy on the Dissemination of Online Surveys

1. Purpose

This Policy defines the conditions and procedures for the dissemination of online surveys and the recruitment of participants within the university community of the Cyprus University of Technology (CUT), with the aim of ensuring the ethical, regulatory and legal compliance of research activities.

2. Scope

This Policy applies to all online surveys disseminated within the CUT university community from either internal or external researchers or research teams and involving the participation of:

- students,
- academic staff,
- administrative staff, and
- other affiliates of CUT.

3. Conditions for Dissemination

The dissemination of an online survey and the recruitment of participants require:

- prior review of the research by the Cyprus National Bioethics Committee, where applicable, and
- submission of a relevant request and its approval by the CUT Research Ethics and Deontology Committee prior to dissemination.

4. Content of the Request

The request for dissemination submitted to the CUT Research Ethics and Deontology Committee must include, at a minimum, the following:

- details of the academic supervisor of the research or the research organisation (full name, position, institutional affiliation, contact telephone number, email address),
- details of the responsible student, where applicable (full name, capacity/role, institutional affiliation, contact telephone number, email address),

- a brief description of the purpose and methodology of the research,
- the target group of participants,
- the method and means of disseminating the survey within the university community (e.g. electronic link to the survey questionnaire),
- the information and invitation text to be sent to potential participants, which will accompany the survey link (if the questionnaire is also available in English, the invitation text must also be provided in English), and
- the approval or opinion reference number issued by the Cyprus National Bioethics Committee, where applicable.

5. Role of the Research Ethics and Deontology Committee

The CUT Research Ethics and Deontology Committee evaluates the submitted dissemination request and proceeds with approval, rejection, or the formulation of recommendations, taking into account the evaluations, decisions, and guidelines of the Cyprus National Bioethics Committee. In the case of approval, the Committee forwards the relevant information to the competent bodies for the dissemination of the survey.

6. Dissemination and Researcher Responsibility

The dissemination of the survey is permitted only after approval by the CUT Research Ethics and Deontology Committee and in accordance with the terms it sets. The researcher bears full responsibility for complying with the approved terms and for ensuring that participants are properly and fully informed.

7. Final Provisions

This Policy enters into force upon its approval by the competent bodies of CUT and applies to all online research activities disseminated within the university community.

This Policy was approved at the 22nd meeting of the Research Ethics and Deontology Committee on 17/12/2025 and ratified at the 273rd meeting of the Senate on 03/03/2026.