

	AMI Centre, Safety and operation instructions Appendix 1 REQUEST TO CONDUCT RESEARCH	Research number: Version 1.0 Edited: Tuomas Tolvanen, 9.12.24

1. RESEARCH

Name of research / official code and name of the course and university:

Abbreviation for reservation and data storage (XNAT) system: _____

Ethics Committee issuing the supporting statement: ☐ Aalto University ☐ University of Helsinki ☐ HUS

Other, what?: _____

Person who has applied the statement: _____

Short description of the research and its purpose (max 100 words): _____

Insurance against loss or damage: _____

2. IMPLEMENTATION OF RESEARCH

In case you are using some sequences, coils, or stimulus and monitoring devices that are not accepted by AMI Centre, give an overview and justification for their use (continue on a separate sheet, if necessary).

The purpose of the research: ACADEMIC ☐ CLINICAL ☐ EDUCATIONAL ☐ COMMERCIAL/COMPANY ☐

The research is NEUROIMAGING collaboration (Aalto, HUS, UH): yes ☐ / no ☐ Argument: _____

Measurement time required for research (see rates from section FINANCIAL OBLIGATION) _____ hours

The end date of the research and/or ethical statement: _____

3. RESEARCH IN CHARGE / PRINCIPAL INVESTIGATOR / RESPONSIBLE TEACHER

Name: _____

Address: _____

Email-address: _____ Phone number: _____

Employer (department and university / company): _____

I guarantee that all of the above is true and I commit to follow the *Safety and operations instructions of AMI Centre* and all the effective laws and ethical guidelines while conducting this research. I ensure that all the members of the research team will follow them as well.

Date and place: _____ Signature: _____

4. RESERVATION CALENDAR / XNAT

Members of the research team who can reserve times (name, email, phone number, department and university/company, must have passed AMI Centre's MRI safety course):

Members of the research team who can access the data (name, email, phone number, department and university/company):

5. DATA POLICY

AMI Centre follows Aalto University research data policy. You can read about the data policy from: <https://www.aalto.fi/en/services/about-research-data-management-and-open-science>. AMI Centre will store the research data at least for two weeks.

6. FINANCIAL OBLIGATION (the amount in here will be made available in the reservation system)

Billing address (also the project number for internal billing of Aalto, reference code for others): _____

I agree to pay for the abovementioned research a total of: _____ € (VAT 0).

The hourly rates (VAT 0) on prime time (weekdays 9-16) and out of prime time can be seen from table below. NEUROIMAGING collaborations and educational users have a discount on rates. Measurement assistance / radiographer service on office hours (regarding the possibilities of the personnel) is included in the rates. The rates may vary annually.

	Aalto / NEUROIMAGING user	External user
Prime time / out of prime time	285 € / 210 €	427 € / 299 €
Educational (prime time / out of prime time)	142,5 € / 105 €	213,5 € / 149,5 €

Name, signature, and contact information (phone, email) of the person responsible for the financial obligation:

Name: _____
 Email: _____ Phone number: _____

Date and place: _____ Signature: _____

ACCEPTED ON BEHALF OF AMI CENTRE

___/___/202__ _____ Technical Director of AMI Centre, Toni Auranen

___/___/202__ _____ Director of Aalto NeuroImaging infrastructure, Veikko Jousmäki

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