

# Instructions for IACUC Proposal Submission

- 1) The most current version of the form must be used.
- 2) Only complete proposals, including necessary attachments will be reviewed.
- 3) Proposals must be received no less than three (3) weeks prior to the start of the project. This does not, however, guarantee approval.
- 4) The Principal Investigator may be asked to attend the IACUC proposal review in order to answer questions regarding the proposal. This is intended to expedite the review.
- 5) The proposal, along with all attachments, should be emailed to the chair of the IACUC committee.
- 6) Classroom proposals need to be renewed annually. Each class proposal will expire on June 30<sup>th</sup> of each year, unless extended. Renewals must be submitted by April 30.