FLORIDA ATLANTIC UNIVERSITY
Division of Research

Division of Research
777 Glades Road,
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www.fau.edu/research

Account Set-up for Projects Involving Human Subjects, Animal Subjects, and/or Biohazardous Materials

Date: _____ Novelution Proposal No: _____

To: Associate Vice President, Research Integrity
Associate Vice President, Sponsored Programs

CC: Dean/Department Chair

From: Principal Investigator Name: _____

RE: **Request to Initiate a Workday Account on Projects Involving Human Subjects, Animal Subjects, or Biohazardous Materials**

Project Title: _____

Sponsor Name: _____

Project Period: _____

I have reviewed the Policy for Account Set-up for Projects Involving Human Subjects. Animal subjects and/or Biohazardous Materials policy and request an exception to the account set up policy based on the following detailed justification. I have also included a timeline detailing when the documentation will be submitted for the appropriate committee approval.

A) The research being conducted involves: [choose all that apply]
☐ Animal subjects, ☐ Human subjects, or ☐ Biohazardous material at a later stage in the research; and/or

B) A protocol ☐ has been submitted to the appropriate committee and is currently pending (Protocol #:_____), or ☐ has not been submitted and will be submitted by (Date: _____).

Justification: [Include additional sheets if necessary]

I further assure the Division of Research that I will not engage in any human subject research, animal subject research, and/or use of biohazardous material without first securing the appropriate committee approval. I understand that engaging in human subject research, animal subject research, and/or research involving biohazardous materials without the appropriate approvals violates federal regulatory policy that can result in findings of non-compliance and/or result in the suspension of the Workday account.

Principal Investigator: _____ Date: _____

Printed Name: _____ Date: _____

Approved By:

AVP, Research Integrity

_____
Name: Date

AVP, Sponsored Programs

_____
Name: Date