

INSTITUTIONAL ANIMAL CARE AND USE COMMITTEE
OF MARSHALL UNIVERSITY

APPLICATION FOR THE USE OF LABORATORY ANIMALS
IN RESEARCH, TEACHING AND TRAINING

In accordance with federal and university regulations, any undertaking which uses laboratory animals must be reviewed and approved by the Institutional Animal Care and Use Committee (IACUC). This committee is charged with the institutional responsibility for assuring the appropriate care and treatment of all laboratory animals used in research, teaching, and training activities. The IACUC has the authority to review, approve, require modifications in (to secure approval), and withhold approval of protocols for all such activities involving laboratory animals. Relative to the review of the new and renewal IACUC applications, please note the following:

1. The application must be submitted by uploading the completed protocol to IRBNet.org.
2. Committee meetings are scheduled monthly, usually the first Wednesday of the month.
3. Forms are available on IRBNet.org in the "Documents for Researchers" or on the Internet at <https://jcesom.marshall.edu> "Departments & Divisions", "Animal Resources" "Animal Use Application".
4. Under normal circumstances, this review will take approximately two (2) weeks. Applications must be submitted by the fifteenth of the month for inclusion in the agenda of the next month's meeting.
5. Student researchers cannot be listed as principal investigators. A full-time faculty or staff member must agree to accept responsibility for the project and serve as principal investigator.
6. Separate applications must be completed for each species and for each type of activity.
7. All items of the application must be completed or marked as being "not applicable".
8. Sections pertaining to surgery, hazardous substances, etc., must only be completed if applicable to the proposed teaching/research project.
9. Please be thorough and explicit. Failure to respond to all the requested items, or to obtain all required signatures may result in a delay in reviewing your application.
10. The Animal Resource Facility (ARF) at 696-7373 can provide administrative and technical information or assistance.

Revised 05/2016