

MEMORANDUM

**DATE:** May 18, 2009  
**TO:** Principal Investigators/Researchers  
**FROM:** Institutional Animal Care and Use Committee (IACUC)  
**SUBJECT:** IACUC Protocol Due Dates for the 2009-2010 Academic Year

*THE 2009-2010 IACUC PROTOCOL DUE DATES FOR PROTOCOL APPLICATIONS, RENEWALS/REVISIONS, OR MULTI-YEAR CONTINUATION PROTOCOLS ARE LISTED BELOW.*

**APPLICATION FORMS ARE AVAILABLE ONLINE AT:**  
<http://www.moreheadstate.edu/files/units/rgc/secure/iacucwebpageforms.doc>.

Principal investigators/researchers can expect a review response from the IACUC within four to six weeks from the date of the protocol submission.

**No animals can be involved in research, teaching, or testing without an approved protocol by the IACUC.**

- Reminders:
1. Contact the Attending Veterinarian prior to submission of the protocol to discuss the animal procedures
  2. Attach copies of permits (if applicable)
  3. Attach copies of immunization records
  4. Attach copies of radiation safety documents
  5. Current vita due every three years

<p><b>September 8, 2009</b> - <i>IF YOU ARE SUBMITTING A PROPOSAL TO THE RESEARCH AND CREATIVE PRODUCTIONS COMMITTEE FOR A FALL GRANT THAT REQUIRES IACUC APPROVAL, THE PROTOCOL MUST BE SUBMITTED BY SEPTEMBER 8, 2009.</i> Protocols received after September 8 will be reviewed at the October meeting.</p>
<p><b>October 5, 2009</b> - <i>IF YOU ARE SUBMITTING A PROPOSAL TO THE RESEARCH AND CREATIVE PRODUCTIONS COMMITTEE FOR A SUMMER FELLOWSHIP THAT REQUIRES IACUC APPROVAL, THE PROTOCOL MUST BE SUBMITTED BY OCTOBER 5, 2009.</i> Protocols received after October 5 will be reviewed at the November meeting.</p>
<p><b>November 2, 2009</b> Protocols received after November 2 will be reviewed at the February meeting.</p>
<p><b>February 1, 2010</b> Protocols received after February 1 will be reviewed at the March meeting.</p>
<p><b>March 1, 2010</b> Protocols received after March 1 will be reviewed at the April meeting.</p>
<p><b>April 5, 2010</b> Protocols received after April 5 will be reviewed at the September meeting.</p>

Principal investigators/researchers planning to involve animals in research, teaching, or testing must submit the **COMPLETED PROTOCOL FORMS, 11 COPIES, TO 901 GINGER HALL, NO LATER THAN 12:00 P.M. ON THE DUE DATE** to provide sufficient time for review.