

Guide for Submission of IACUC Standard Extension Form

1. Log in to iRIS.
2. Hover Over “My Workspaces”
3. Hover Over Study Assistant
4. Click on View My Studies
5. Click on the paper and pen to open your study
6. In the green section click on IACUC Standard Extension Form
7. Click “Add a New Form”
8. 1.5 Enter a date
9. 1.6 Select Three Year Renewal or Annual Status Report
10. 1.7 Select Reason for Extension
11. 1.8 Provide justification for the request
12. Click “Sign off and Submit”