Qatar University - The Institutional Animal Care and Use Committee

Application Material Check List

It is important that you read the QU-IACUC regulations and information that are posted on QU-IACUC website (http://www.qu.edu.qa/research/policies/ethical-compliance#IACUC) before completing the application form and the checklist.

Please fill the needed information below

Project Title

Applicant Name

Department   Date

Please provide the answers to the questions listed below

	Yes	No
1. A completed and signed "Application Form II: Research involving Animal Subjects" was submitted		
2. The application lists the names of all involved investigators (PI; Co-PI, Postdocs, RA's, Technicians, Students, etc.)		
3. If the research uses any of the materials under section "Regulatory Concerns" of the application from, was a copy of relevant IBC and/or RSC clearance submitted?		
4. Has this study passed peer review process*?		
5. If yes, specify the review body and provide an evidence		
6. If no, was a letter from the head of research in the department or any equivalent entity in the research center provided?		
7. Is this study funded?		
8. If yes what is the funding status?		
9. What is the name of the funding agency and the grant number?		
10. What is the start and end date of the grant? Start Date: End Date:		
11. Were valid CITI program certificates** for ALL listed researchers submitted?		
12. Which animal species/tissues will be used in this research work?		
13. Will LARC facilities be used to carry out this research work?		
14. If your answer to QUESTION 13 was "Yes", was a valid LARC training certificate submitted?		
15. Does this research require ethics approval from institutes other than Qatar University?		
16. If your answer to QUESTION 15 was "Yes", please specify the name(s) of institute(s)		
17. Was a copy of the ethics approval(s) from the non-QU involved institute(s) (eg. HMC Ethics Approval) submitted to QU-IACUC?		

IMPORTANT NOTES TO APPLICANT:

1. QU-IACUC meets monthly. Please have your application submitted before the 15th of each month to avoid delays in application processing.
2. QU-IACUC if needed will send the comments to be addressed within 48hours from the time received.
3. Please make sure to provide all the required documents and certificates to avoid delays in the application processing.
4. (*) An evidence of peer-reviewed protocol is required.
5. (**) All Listed researchers must submit the following two certificates with the other certificates pertinent to the species under research
   (a) Working with Animals in Biomedical Research - Refresher Course
   (b) Animal Biosafety Course
   If work involves Zebrafish: two additional CITI certificates are required:
   (c) Working with Fish in Research Settings - Lab Animal Research
   (d) Working with Zebrafish (Danio Rerio) in Research Settings
   If work involves using Rats: (e) Working with Rats in Research Settings CITI program certificate is required
   If work involves using Mice: (f) Working with Mice in Research Settings CITI program certificate is required