

Instructions for Subsequent Package Submissions to the IACUC

<Modifications, Amendments, Closures, etc.>

1. In your My Projects page click on the title of the project to go to the Project Overview page.
2. Click the Project History button to the left.
3. Click the Create New Package button in the middle of the page.
4. Click the Designer button in the menu on the left side of the screen to work on documents for the new package via two methods:

Step 2:

Assemble your document package.

New and Revised Documents in this Package:

Document Type	Description	Last Modified	
Closure/Final Report	casper old2.jpg	02/24/2011 12:00 PM	 

IRBNet allows you to revise your existing project documents and maintain version history, or add entirely new documents to your package. [Learn more.](#)

(When should I do this?)

OR

Documents from Previous Packages that you can Revise: (When should I do this?)

Pkg #	Document Type	Description	Last Modified	Pkg Submission Date	Pkg Status	
1	Budget	casper old1.jpg	02/24/2011 11:50 AM	02/24/2011		

Use the pencil icon to revise a document that is already in the package

Use the Add New Document Button to add new items to the subsequent package

5. When you are finished working with the new package, sign the package using the “Sign This Package” button in the menu on the left side of the screen.
6. Important: After you “Sign” the package you must then Submit the subsequent package to the **Baylor University Institutional Animal Care and Use Committee** using the “Submit This Package” button in the menu on the left side of the screen.

Please select a Board:

Only show My Default Boards
Baylor University Institutional Review Board
Baylor University Institutional Animal Care and Use Committee
Baylor University Institutional Biosafety Committee
Select a Board *

* required fields

If you need additional assistance, contact Debbie_Penney@baylor.edu or 254-710-3708