



Phasing Out the Certification of Certification of Grant Study Correspondence Form

In conjunction with the WUSTL Human Research Protection Office (HRPO) and Institutional Animal Care and Use Committee (IACUC), Office of Sponsored Research Services (OSRS) is phasing out the use of the Certification of Grant Study Correspondence Form (CGSCF).

The form was intended to allow a PI to certify that a particular animal/human approved protocol corresponded to a grant/award. During an internal review of the usage of this form, instances were revealed where either HRPO or IACUC did not have record of the grant/award that had been certified via the CGSCF. Accordingly, WUSTL will not accept this institutional risk.

When submitting a new protocol or modification to an existing protocol to either HRPO or IACUC, you must provide the full grant application. If you should later need to add a new application or grant/award to an existing protocol, you will also need to provide the full application to HRPO or IACUC.

OSRS will not be able to set up an account for a grant/award without the correct IRB or IACUC approvals. If you need access to your account while working with HRPO or IACUC, you may submit a signed Pending Human (or Animal) Subjects Approval Letter to OSRS. The letter templates can be found at:

[Pending IRB Approval Template & Instructions](#)

[Pending Animal Approval Template & Instructions](#)

Internet Explorer users, if prompted to enter your credentials, click cancel and the Word document will open.

Phase-out Schedule

- 2/1/17 to 3/31/17 - OSRS discourages the use of the CGSCF, but will accept it
- 4/1/17 - OSRS will no longer accept the CGSCF

If you have any questions please contact the [Office of Sponsored Research Services](#).