Submitting for Approval after Receiving Developmental Approval
(Using a protocol developmentally approved with GeauxGrants; after July 1, 2020)

- Email the IRB at irb@lsu.edu stating your project now requires full approval. Make sure to include the IRB number in your email.
- We will send the application back to you with the revisions needed for full approval.

Submitting for Approval after Receiving Developmental Approval
(Using a protocol developmentally approved prior to GeauxGrants; before July 1, 2020)

It is recommended you use Chrome or Firefox when using GeauxGrants. You can login through myLSU or by https://www.lsu.edu/geauxgrants/

- When logged into GeauxGrants, click Locate My Records
• Click the four lines next to the IRB number to complete the application. Click Edit then Initial Application.

• Click Add to add the application form to your record
- Check Add in the lower right box then click the Add button right above the add check box.

- Click the IRB Protocol Review Form hyperlink.
• The application will prepopulate converted information from the previous system

• Review the application and make changes if needed
• Under Project Abstract & Supporting Materials, click the + sign to the expand the section. You will need to click the + sign again to add additional rows to upload all study documents. Make sure to upload your project description, instruments, consent form/script, human subject training certificates, security of data agreements, and any other materials we will need to review. By clicking the 📂 button under Upload, it allows you to add your files. The uploaded file names must be less than 50 characters. Once complete, click Next.

• Once everything is complete, and all documents for review are uploaded, certify your responses, click Complete, and Submit.