

SUBMISSION REQUIREMENTS FOR PROTOCOL AMENDMENT AND CONTINUING REVIEW/ANNUAL RENEWAL

Submission requirements for protocol amendment

1.	Application/cover letter addressed to the CIU-REC chairperson requesting for amendment.
2.	Justify and Indicate the amendments to be made
3.	Submit 11 hard copies each of the track changed and clean copies (Please submit e-copies as well)
4.	proof of payment protocol amendment fees (refer to the fees structure)
5.	A submission list

Submission requirements for annual renewal

1.	Application/cover letter addressed to the CIU-REC chairperson requesting for study extension
2.	Copies of all previously approved and stamped documents
3.	Annual progress report (please refer to the website for a template)
4.	proof of payment for annual renewal fees (refer to the fees structure)
5.	Submit 11 copies each of; the annual progress report, cover letter requesting for study extension and copies of previously approved and stamped documents (Please submit e-copies as well)

#Make a Difference



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