**Just-in-Time Request Form**

**Submission Date:** Click or tap here to enter text.

A 118 determination should allow a sponsor to release funds when a complete IRB submission cannot be developed. Before completing this, please confirm with your grants officer or funding agency that they will accept a [**45 CFR 46.118**](https://www.ecfr.gov/current/title-45/subtitle-A/subchapter-A/part-46/subpart-A/section-46.118) or “Just in Time” letter. Please have the NU Principal Investigator complete this form and email it to [**IRBReview@northeastern.edu**](mailto:IRBReview@northeastern.edu).

For guidance on Just-in-Time purpose and procedures, please refer to [HSR Guidance page](https://research.northeastern.edu/hsrp/guidance/).

**PROTOCOL INFORMATION**

|  |
| --- |
| **Principal Investigator:** Click or tap here to enter text. |
| **Student Investigator [if applicable]:** Click or tap here to enter text. |
| **NU IRB Number [if available]:** Click or tap here to enter text. |
| **Protocol Title:** Click or tap here to enter text. |

|  |
| --- |
| 1. Grant or Protocol Title: Click or tap here to enter text. |
| 1. Grant or Protocol #: Click or tap here to enter text. |
| 1. Funding agency: Click or tap here to enter text. |
| 1. Explain why the study requires a 118 determination and/or why a complete IRB submission is not ready to be reviewed and approved: Click or tap here to enter text. |
| 1. Anticipated date range of IRB submission: Click or tap here to enter text. |
| 1. Anticipated date range when activities involving human subjects will begin: Click or tap here to enter text. |

**PRINCIPAL INVESTIGATOR ASSURANCE**

I confirm, as the NU PI on the project, that no human subjects research (including recruitment, data collection, or accessing identifiable secondary data) will begin until after a complete IRB submission is reviewed and approved by the IRB.

            \_\_\_\_\_\_\_\_\_\_

Principal Investigator Date