

# WHERE IS MY IRB APPLICATION?

Tick@Lab Document Status Guide

Under IRB Coordinator, IRB  
Committee Member, or Full IRB  
Committee review

Requires attention by Principal  
Investigator

1

## Draft

Your submission  
has not yet been  
submitted to the  
IRB.

2

## Pre-Review and Sign

All reviewers and signers must  
review the application before  
signing. **Do not forget to add  
yourself and, in the cases of  
student researchers, your  
faculty advisor under  
"Reviewers and Signers".**

3

## Signatures

All reviewers and signers  
must sign the protocol.  
**Student researchers must  
obtain a signature from  
their faculty advisor.**

4

## For Revision (Pre-Review)

Not all applicants will see the  
status "For Revision (Pre-  
Review)." This appears only  
when your application is sent  
back because you or your  
faculty advisor were not added  
under "Reviewers and  
Signers."

5

## IRBCO Administrative Review

This is the only status  
indicating that your  
application is in the  
queue to be reviewed by  
an IRB Coordinator.

6

## For Revision (IRBCO)

Your application has been  
sent back for revisions by an  
IRB Coordinator. Please  
reference the review items  
left on your application.

7

## Reviewer

Your application has  
been assigned to an  
IRB committee  
member and is  
awaiting reviewal.

8

## For Revision (Reviewer)

Your application has been  
sent back for revisions by  
an IRB committee member.  
Please reference the  
review items left on your  
application.

9

## Full Committee Review

Your application will be  
added to a monthly  
meeting agenda and will  
be visited by the Full  
Board at a convened  
meeting.

10

## Approved

Your submission was  
approved and an  
approval memo will  
be published at the  
file level.