

2023-2024 IRB Meeting Schedule

DAY: First Wednesday of each month (except January and July)

TIME: 10:00 AM

LOCATION: TBD

Research studies **involving more than minimal risks for participants or prisoners** require review by the convened IRB (Full Board level review).¹ Full Board applications, including all support documents (application, informed consent documents, recruiting materials, data collection instruments, debriefing statements, etc.), must be submitted by the deadlines indicated below for each meeting.^{2,3}

A consultation with the IRB Program Administrator is required before submitting your Full Board application. Please send a meeting request to IRB@clermson.edu to schedule the consultation.

MEETING DATES	SUBMISSION DEADLINES
September 6, 2023	June 30, 2023
October 4, 2023	July 31, 2023
November 1, 2023	August 31, 2023
December 6, 2023	September 30, 2023
January 10, 2024	October 31, 2023
February 7, 2024	November 30, 2023
March 6, 2024	December 31, 2023
April 3, 2024	January 31, 2024
May 1, 2024	February 29, 2024
June 5, 2024	March 31, 2024
July 10, 2024	April 30, 2024
August 7, 2024	May 31, 2024

¹ There are no deadlines for submitting studies under the other Initial Application types (Exempt, Expedited, Deferral, Secondary Analysis). The IRB office requests that you submit these application types at least thirty (30) to forty-five (45) days before your proposed study start date.

² Please note that the approval of international research may require additional time due to requirements in other countries, arranging appropriate local context reviews, negotiation of Individual Investigator Agreements, and geographical and communication constraints. The IRB Office requests that you submit your IRB application at least three (3) to six (6) months before your proposed study start date. Refer to the [FAQ page](#) for more information. Informed consent templates are available on the [IRB forms page](#).

³ Cooperative review research projects involving multiple institutions/organizations, especially other institutions/organizations that have a local registered IRB, may require additional time due to negotiating IRB Authorization Agreements (reliance agreements) and communications with additional parties. Please contact the IRB Office at IRB@clermson.edu or (864) 656-0636 to discuss how to best manage the IRB review of cooperative review research studies.