

2022-2023 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@clemsun.edu to schedule the consultation.

MEETING DATES	SUBMISSION DEADLINES
September 7, 2022	June 30, 2022
October 5, 2022	July 31, 2022
November 2, 2022	August 31, 2022
December 7, 2022	September 30, 2022
January 11, 2023	October 31, 2022
February 1, 2023	November 30, 2022
March 1, 2023	December 31, 2022
April 5, 2023	January 31, 2023
May 3, 2023	February 28, 2023
June 7, 2023	March 31, 2023
July 12, 2023	April 30, 2023
August 2, 2023	May 31, 2023

¹ There are no deadlines for submitting applications under the other review levels (administrative, Exempt, Expedited). 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 external researchers at multiple institutions/organizations, especially other institutions/organizations that have their own IRBs, may require additional time due to negotiating Individual Investigator Agreements, IRB Authorization Agreements (reliance agreements), and communications with additional parties. Please contact the IRB at IRB@clemsun.edu or (864) 656-0636 to discuss how to best manage the IRB review of cooperative review research studies.