

Viewing and Downloading Letters

Purpose of this resource: To show SHSU investigators how to view and download letters Cayuse IRB.

The compliance office may send communication to the PI in the form of letters to notify the PI of status changes, approvals, or information that is needed. Letters are sent via email and are downloadable from the Submission Details.

Studies / Study Details + New Submission

Study Details Submissions

Submission Type	Review Type	Status	Decision
Initial	Full	● Under Pre-Review	--

The Letters tab appears for submissions when one or more letters are associated with that submission. Click the letter tab to view a letter.

PI: Larry LeadPI Current Analyst: Annie Analyst Decision: Approved Policy: Pre-2018 Rule


Review Type: Full Review Board: New Order Board

Approvals Task History Letters Meetings Decisions

Subject	Recipients	Sent Date
IRB-FY2018-54 - Initial: full board approval	larry@cayuse.com	03-27-2018

You will be allowed to click anywhere on the line to open a PDF of the letter in a new window.

Approvals	Task History	Letters	Meetings	Decisions
Subject	Recipients	Sent Date		
IRB-FY2018-54 - Initial: full board approval	larry@cayuse.com	03-27-2018		



NOTE: For Firefox and Chrome: Right-click within the open PDF and select **Save As** or **Save Page As**. For Internet explorer: In the menu bar click the settings symbol, followed by **File**, followed by **Save As**.