

**INTERNATIONAL HEALTH SCIENCES UNIVERSITY-RESEARCH ETHICS
COMMITTEE SUBMISSION REQUIREMENTS FOR PROTOCOL AMENDMENTS AND
ANNAUL RENEWAL**

Submission requirements for protocol amendments

1.	Application/cover letter addressed to the IHSU-REC chairperson requesting for amendments.
2.	Indicate the amendments to be made and the justification/s for the amendments
3.	Submit 13 copies of the tracked change protocol and 13 clean copies of the changed protocol
4.	Fully paid up bank slip (proof of payment)
5.	A submission list indicating the version and date of the protocol to be amended

Submission requirements for annaul renewal

1.	Application/cover letter addressed to the IHSU-REC chairperson requesting for extension of the study
2.	Copies of all previously approved documents
3.	Annaul progress report
4.	Fully paid up bank slip (proof of payment)
5.	Submit 13 copies of the above stated documents
6.	A submission list indicating the version and date of the protocol to be extended