QUICK GUIDE
How to CLOSE an IACUC protocol

If a protocol is completed and no longer needed, or if a replacement protocol has been approved (after 3 years), a PI should submit a CLOSE REQUEST.

1. LOG IN: Go to https://umass.kuali.co/dashboard and log in using your NetID and Password. Then navigate to the IACUC Protocols module.

2. Click the protocol you wish to close.

3. When you open the protocol select Request Close on the right side of the screen. There will be a form to fill out with the number of animals used.

5. Once you complete the form, click Submit on the right side of your screen.