**Instructions**

(Failure to follow these instructions may result in delays in processing)

Eligibility to act as a Principal Investigator is a privilege typically limited to University employees (generally faculty members).

Non- faculty University principal investigators must hold an appropriate position or provide key expertise and should at least have a master’s degree to serve as a principal investigator, project director, co-principal investigator, or other senior personnel on a sponsored project.

This form can be submitted to receive approval for an exception to PI eligibility criteria. This signed approved request form will need to be included in your IRB, IACUC, IBC application.

**What should I include in this request?**

* Signed PI Eligibility Exception Form (this form)
* CV or resume

**By submitting this request, the Principal Investigators (PIs) and research staff attest:**

1. The information submitted is accurate;
2. They have read and reviewed the PI responsibilities; and
3. Ensured all PI responsibilities can be fulfilled by the proposed PI.

**After completing this form, submit the Signed PI Eligibility Exception Form with supporting documentation via email to the Office of Research Compliance Mailbox:** [research.compliance@tamucc.edu](mailto:research.compliance@tamucc.edu)

For questions, email:Office of Research Compliance at [research.compliance@tamucc.edu](mailto:research.compliance@tamucc.edu).

**HSRP Overview**

Provide information regarding the study in which you wish to serve as PI. If you have not submitted to the regulatory committee to receive a #, enter pending.

IRB/IACUC/IBC #: Maestro # (if funded):

Project title:

**Researcher Information**

Provide information regarding the person who is requesting to serve as PI.

Proposed Principal Investigator Name:

Proposed Principal Investigator Email: Phone:

Retiree Staff Graduate Student Undergraduate Student  Other

**Rationale for Request**

1. Provide a detail description for why it is in the best interest of the university to allow the proposed individual to serve as PI on this study.
2. Provide a description of why the proposed individual is qualified by education, training and experience to assume responsibility for the proper conduct of the study.

Proposed Principle Investigator Name:

Department Name:

Signature of Proposed Principle Investigator Name: Date:

The supervisor shall determine the eligibility of an individual to serve as a principal investigator in compliance with the eligibility criteria of a potential sponsor.

**Supervisor**

Supervisor Name:

Department Name:

Approve PI eligibility exemption:  No  Yes

Comments:

Signature of Supervisor: Date:

**Vice President of Research and Innovation**

Approve PI eligibility exemption:  No  Yes

Signature of Vice President of Research and Innovation: Date: