

Authorization/Reliance Agreements (IAAs)

Research with Multiple Institutions

Guide on how to submit an IRB application for an Authorization/Reliance Agreement

1. Create an Initial IRB Application



HOME MY PROFILE LOCATE MY RECORDS LOCATE RECORDS CALENDAR MESSAGING

Proposals

IRB Protocols

Create New

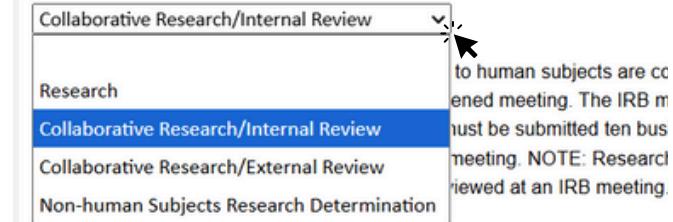
Initial Application

Closure

- Click “IRB Protocols” then “Initial Application”

2. Select Internal/External Review

does not meet the definition of research involving human subjects. Please request that ORP confirm your belief. *



Collaborative Research/Internal Review

Research

Collaborative Research/Internal Review

Collaborative Research/External Review

Non-human Subjects Research Determination

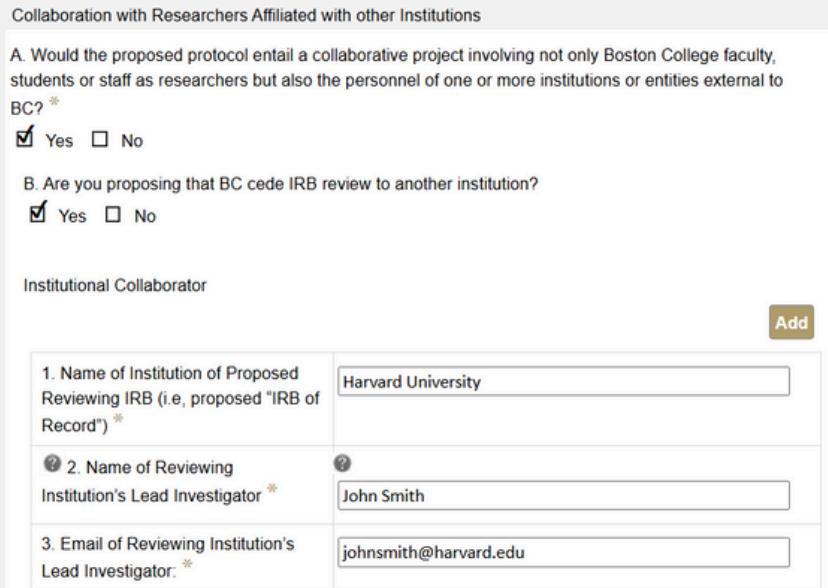
- Under “Application Type” select Collaborative Research/Internal or External Review
- If BC will be the IRB of Record select **Internal**, if another institution’s IRB will be IRB of Record, select **External**

3. Complete Application

- Complete the full application (see **Quick Tip** below)
- Complete the “Collaborating Institutions” section as fully as possible
- You will be asked to summarize the functions that BC researchers would perform in various aspects of the study

Quick Tip

- For **INTERNAL REVIEW** you must complete a full application
- For **EXTERNAL REVIEW** you can add minimal information to the application since the other IRB will conduct the full review



Collaboration with Researchers Affiliated with other Institutions

A. Would the proposed protocol entail a collaborative project involving not only Boston College faculty, students or staff as researchers but also the personnel of one or more institutions or entities external to BC? *

Yes No

B. Are you proposing that BC cede IRB review to another institution?

Yes No

Institutional Collaborator

1. Name of Institution of Proposed Reviewing IRB (i.e. proposed “IRB of Record”) *

Harvard University

2. Name of Reviewing Institution’s Lead Investigator *

John Smith

3. Email of Reviewing Institution’s Lead Investigator: *

johnsmith@harvard.edu

(this is an example - depending on how questions are answered the form will change)

4. Check SMART IRB

- Check to see if the other institution participates in **SMART IRB**
- If they do, speak with your collaborator(s) to determine which of you will submit the SMART IRB application

Questions? Email irb@bc.edu

For more information about Authorization Agreements, visit our [website](#)