

SoTL IRB Application Process

Once your institution has completed the Reliance Agreement with UMCP, SoTL applications may be submitted to the UMD IRB.

1. PIs who wish to submit an application will send the following (via sotlresearch@umd.edu) to the UMD IRB:
 - a. SoTL Amendment Form
 - b. Supporting Documents
 - c. Consent Form or [Consent Waiver Request](#)

2. Once received, the UMD IRB will add to the IRB system of record and conduct its review.
 - a. Modifications will be sent to the contacts that have been listed on the SoTL Amendment form. The PI will respond to the modifications and send updated documents as needed.
 - b. Once the modifications have been appropriately addressed, the Amendment will be approved in the IRB system of record.
 - c. UMD IRB Approval Letters will be sent to the contacts that have been listed on the SoTL Amendment form.

3. Reach out to sotlresearch@umd.edu with any questions.