**Departmental or Hierarchical Approval**

version 4 September 2020

Background:

 As part of the review and approval processes of this proposed animal study, someone at the next highest level of administrative authority (hierarchy) of the PI's position and associated with Chapman University (CU) must read, review, and approve the concepts of the study.  That level is termed ***department*** for the purposes here. The following are examples:

 • A student investigator must have the approval of his/her CU faculty advisor.

 • A faculty PI must have the approval of his/her department chair or dean, if the study will be performed under the auspices of a department which includes [campus research centers and institutes](https://www.chapman.edu/research/institutes-and-centers/index.aspx).

 • If the department chair is a member of the research team, approval is to be obtained from the dean.

 • For investigators from outside Chapman, approval must be obtained by a faculty sponsor (liaison) and the vice-president of research (or designate).

Procedure:

 Complete this form with signatures.

 Upload the file or a scan to the Cayuse IACUC system. Converting to a PDF is acceptable.

Department Assurance Statement:

 By my indication below, I hereby confirm that I have reviewed this animal use protocol application for research, teaching, or testing. I acknowledge that it is being submitted to the IACUC at Chapman University for its review.

 I certify that:

 • The animal use is appropriate to the objectives and mission of the department and of Chapman University.

 • The PI is being accommodated within the department in order to monitor and conduct the animal study.

 • There are adequate resources and funds available to support the performance of the animal study, including costs associated with animal husbandry and care.

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| Protocol title: |
| Investigator name: |
| Investigator signature/date: |
| Approver name: |
| Approver signature/date: |
| Hierarchical department: |

 Comment, if any: