

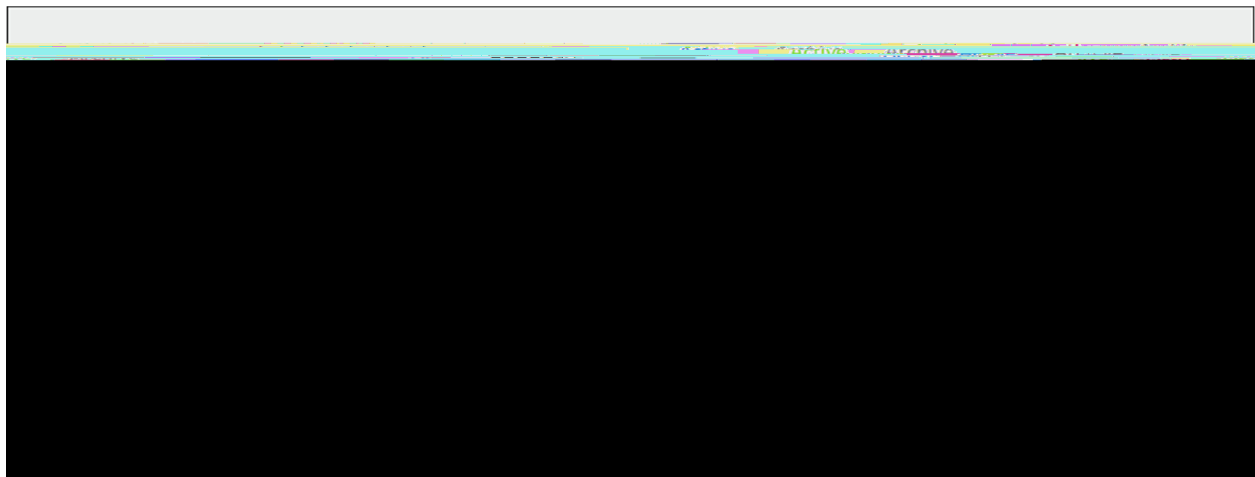
Creating a Renewal Submission

Purpose of this resource To show SHSU investigators how to create a renewal submission in Cayuse RB.

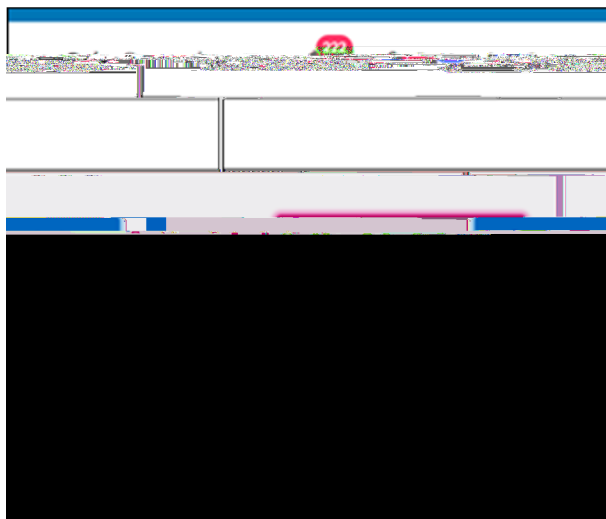
1. From your Dashboard click on Studies



2. Find the study you would like to create a Renewal Submission and click on the study number (the study must be approved).



3. On the Study Detail page, click on New Submission The dropdown menu will appear. Click on Renewal



On the Submission Detail tab, submission information will populate. The individual that creates the study will be added as the Primary Contact. This can be changed when editing the submission.

Click  to start your submission.

After you fill out your submission form, click