**Annual Renewal Form and Final Report Form**

# Oregon State University Institutional Animal Care and Use Committee

An annual Animal Care and Use Protocol (ACUP) renewal must be submitted to and approved by the IACUC before the annual renewal date. A final report must be completed on all studies. This form is

used for both renewal and final report. Once completed return this form to: IACUC Office at [IACUC@oregonstate.edu](mailto:IACUC@oregonstate.edu)

Principal Investigator: Telephone:      Email:

Department/College:      Granting Agency:

Project Title: ACUP Number:

**Renewal Status:** (ACUPs that have completed three years cannot be renewed using this form.)

Continued IACUC approval

2nd year renewal (completed year one)

3rd year renewal (completed year two)

Is there a Memorandum of Understanding (MOU)

associated with this ACUP?  Yes  No

Has there been an incident report associated

with this ACUP during the past reporting period:  Yes  No

**Final Report Status:** (completed year three):

Please note that no animals can be listed on a closed or expired ACUP number. If animals remain, contact the IACUC immediately and prior to completing the closure process. Once the ACUP is closed, no additional animals can be obtained**.**

A new replacement ACUP will be submitted? Yes  No

Close at expiration date of project

Close upon submission of this form (no animals remaining on the above ACUP and no additional live animal work is planned under the current approval.)

## Investigators are required to report the number of animals, by species, used during the past reporting year. Please indicate the species and the accurate number of animals used. If more than one pain category exists for animals in the approved project, please indicate the number of animals used in each appropriate pain category (C, D, or E). Refer to the approved ACUP for pain category information.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Common name of species | B | C | D | E |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

Please note that changes to projects must be approved by the IACUC in advance of their implementation. These include changes to procedures, agents, personnel, numbers or species of animals. An amendment form must be submitted, describing the proposed change, for IACUC review and approval.

IACUC Action \_\_\_\_\_\_\_\_\_\_\_\_ Approved \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

IACUC Chair/Vice Chair