

***Office use only***

***Date of PTJ receive:***

***Date of scientific merit review:***

***Date of IACUC receive:***

**INSTITUTIONAL ANIMAL CARE AND USE COMMITTEE (IACUC)**

**Universiti Putra Malaysia**

**Check list for ApplicantS**

Please check [√] and enclose the following documents as itemised below.

\*Please send **TWO hardcopies** **AND softcopy** to **iacuc@upm.edu.my**.

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| --- | --- | --- |
| **Documents** | **Applicant** | **IACUC Secretariat****(for office use only)** |
| 1.  | \*Scientific merit review  |  |  |
| 2. | \*Brief research proposal |  |  |
| 3. | AUP Form (101/102) |  |  |
| 4. | Client consent form (104)- if applicable  |  |  |
| 5. | \*AUP checklist and review form (107) |  |  |
| 6.  | \*One or two pertinent research paper(s) related to the proposed animal study  |  |  |
| 7. | Supporting document(s) (animal monitoring sheet, grant offer letter, permit etc.) |  |  |
| 8. | Fee Charge Form (Please provide the copy of UPM’s official receipt or proof of payment) -NOT APPLICABLE FOR UPM UNDERGRADUATE STUDENT |  |  |
| Signature:Name:Date:  |  |

Scientific merit requirements are PTJ's responsibilities.

\*Documents needed only for AUP Form 101 (Research) application.

<http://www.tncpi.upm.edu.my/documentfile>