Registering with IRBNet

1. Navigate to http://www.irbnet.org

2. Look for the login box, located in the upper right portion of the website.

3. Click on **New User Registration.**
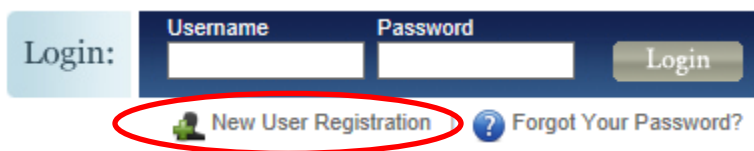
4. Fill in the information necessary to create your account.

Registration

New User Account Information

All users must be REGISTERED to access IRBNet. Registration is free.

The first step is to enter your basic account information and create your IRBNet Username and Password.

First Name *	
Last Name *	
Username *	
Password *	
Confirm Password *	
Password Hint	

[Continue]   [Cancel]

* required fields

5. Click **continue** and accept the Terms of Use

IRBNet: Individual User Terms of Use

To register on IRBNet, you must read and agree to these Terms of Use, including any future amendments (collectively, the "Agreement").

1. **Acceptance of Terms.**

   This Agreement governs your participation as an individual user of IRBNet. IRBNet is a service provided by Research Dataware, LLC and both the company and service name are used interchangeably in this Agreement. In addition, when using particular IRBNet owned or operated services, you shall be subject to any posted guidelines or rules applicable to such services which may be posted from time to time. All such guidelines or rules are hereby incorporated by reference into this Agreement. IRBNet may also offer other services that are governed by different Terms of Use.

   If this Agreement or any future changes are unacceptable to you, your sole remedy is to terminate your use of the Service. If you do not accept and abide by this Agreement, you may not use the services offered by IRBNet. By accessing or using the Service, you confirm your acceptance of, and agree to be bound by, this Agreement and any future changes to this Agreement. You agree to use the Service only in accordance with this Agreement. Nothing in this Agreement shall be deemed to confer any third party rights or benefits.

2. **Modification of Terms.**

   Although we may attempt to notify you via your submitted e-mail address when major changes to the Agreement are made, you should visit this page periodically to review these terms. IRBNet may, in its sole discretion, modify or revise these terms and conditions and policies at any time without notice to you, and you agree to be bound by such modifications or revisions.

3. Description of Service.

[Accept]   [Reject]

6. Select University of Southern Indiana. To do this, type **University of Southern Indiana** in the **search for an organization** space.

Add Affiliation

Specify the organization with which you are affiliated. If you are affiliated with more than one organization, you may add additional affiliations after you complete the registration process by logging in to IRBNet and accessing your User Profile.

Search for an organization | University of Southern Indiana | Search | Clear

Organization types to display ☑ Research Institutions ☐ Boards ☐ Sponsors | Display

Your Organization *

University of Southern Indiana (USI), Evansville, IN

If you do not see your organization listed you may **add a new organization.**

Continue   Cancel

* required fields

7. Click **continue** and enter your contact information. The e-mail address entered will be the one used to contact you regarding IRB decisions related to your future protocol(s) so make sure it is one you can check OFTEN.
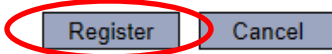
Your Contact Information

Specify your contact information at University of Southern Indiana (USI), Evansville, IN. The email address that you specify will be used for communications related to University of Southern Indiana (USI) projects.

Telephone Number * | ☐ - ☐ - ☐ ext. ☐
Fax Number | ☐ - ☐ - ☐ ext. ☐
Email * | ☐
Verify Email * | ☐

Continue   Cancel

* required fields

8. Confirm that all information that you have entered is correct, and confirm that you are listed as a **Researcher** at the University of Southern Indiana.
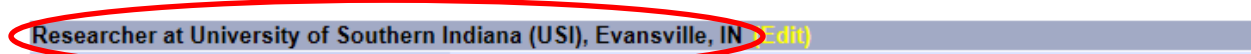

9. Finalize your registration by clicking **Register** when everything is complete.

10. After completing your registration, you will receive an e-mail from IRBNet. Use the provided link within this e-mail to finalize your registration.