**Florida State University**

**Human Embryonic Stem Cell Research**

**Application Procedures**

Prior to initiation of research using human embryonic stem cells, the Principle Investigator is required to obtain approval from the Human Embryonic Stem Cell Research Advisory Committee (HESRAC) through the submission of a completed [**Application for Derivation and/or Use of hESCs**](https://www.research.fsu.edu/media/4764/hesrac_app_form.pdf). Any modifications in stem cell research projects that require Institutional Biosafety Committee (IBC), Institutional Animal Care and Use Committee (IACUC), or Institutional Review Board (IRB) approval must also be approved by the HESRAC.

The Principle Investigator (PI) is not required to have prior approval at the time a research grant proposal is submitted. However, should funding be awarded, the PI ***must*** have approval from the HESRAC before any work involving hESCs commences. Therefore, the PI is strongly encouraged to submit a request for approval as soon as possible after notification of award to avoid any delay.

**The Principal Investigator (PI) is required to:**

* Submit the appropriate forms for review, continuation, amendments, or completion of stem cell research protocols as required.
* Ensure all faculty, staff, post‐doctoral scholars, students, visiting scholars, and other researchers involved in protocols working with hESC are properly trained prior to initiation of research.
* Ensure compliance with FSU, federal and state policies, laws, regulations and guidelines.
* Take measures taken to ensure security and tracking of stem cells in the lab.
* Initiate Institutional Review Board (IRB), Institutional Animal Care and Use Committee (IACUC) and Institutional Biosafety Committee (IBC) reviews as necessary.
* Complete a Material Transfer Agreement (MTA) for each hESC line requested from or shared with other entities.

**Investigators with an approved HESRAC protocol:**

* Are authorized to use only the specified lines approved in their study.
* Must document procurement, culturing, storage, use, disposal, locations and user of hESCs in their possession.
* Must contact the HESRAC before making any significant changes including:
  + Change in Principal Investigator (PI) or other project personnel;
  + Change in funding;
  + Addition of human embryonic stem cell (hESC) lines to be used;
  + Changes in the procurement of human embryos, gametes or somatic cells;
  + Changes in experimental protocols in the use of hESC or derivatives, human gametes, or embryos.