**Accessing Cayuse IRB**

Rowan University uses the web-based Cayuse Research Suite to manage its electronic IRB submissions. Below is information on accessing the application and requesting access for new users.

**\*IF YOU HAVE A SPONSORED PROGRAM ACCOUNT THROUGH CAYUSE, YOU WILL NOT HAVE TO FILL A NEW USER FORM. THIS FORM IS ONLY FOR THOSE WHO DO NOT HAVE ACCESS TO A CAYUSE SP ACCOUNT.**

**Rowan Users (Internal)**

If you do not have an existing Cayuse account, follow the following steps.

NOTE TO LEGACY USERS: If you were actively engaged in a study or a committee/department member in the legacy eIRB software, your access was automatically provisioned in Cayuse IRB. Please login to Cayuse IRB through the link below using your Rowan Network ID and password.

[**Login**](http://rowan.cayuse424.com/)**to the Cayuse Research Suite**
**using your Rowan Network ID and password**

**Request a New Cayuse IRB Account**

All new Rowan (Internal) and Non-Rowan (External) users will need to request access to Cayuse IRB in order to submit and/or participate in a Study. To obtain a new Cayuse IRB account, you must fill out an [IRB New User Request Form](https://forms.gle/NiHasLAA73hqtEF18). Once submitted, it will go to cirb@rowan.edu to start the process.

After your request has been received, your access will be provisioned within 1-2 days. Login to Cayuse IRB using the link above using your Rowan Network ID and password.

**Non-Rowan Users (External Affiliates)**

After your request has been received, you will receive an email from the Rowan Affiliate Management System with further instructions to establish a Rowan network account. Affiliates are individuals who have an active relationship with Rowan University not covered by established roles, such as Faculty, Staff or Student. All Non-Rowan users who need access to Cayuse IRB will need to complete the affiliation process, policy, and training before access to Cayuse is provisioned.

This process may take a few days, after which you can login to Cayuse IRB using the link above with your Rowan Network ID and password.

NOTE: To ensure CITI training requirements are synced properly, please request access using the same email address maintained in CITI.

**Cayuse IRB Support**
To report an issue, please e-mail cirb@rowan.edu.

**Cayuse Browser Requirements**

The Research Suite can be accessed on various browsers on either Windows or Macintosh systems.

**Windows**

* Recent versions of Mozilla Firefox, Google Chrome, or Microsoft Internet Explorer 11.
* Provisional support for Microsoft Edge.

**Macintosh**

* Provisional support for recent versions of Google Chrome and Apple Safari.

All of the Research Suite modules run entirely in a web browser. Upon navigating to the Research Suite or to an individual module for the first time, your browser may present a security warning prompting you to accept a certificate. This is safe. Cayuse purchases and maintains electronic certificates that are approved for Internet commerce and are compliant with Internet security standards. Accept the certificate permanently, and you will proceed to the login screen.

In order to use the Research Suite, you will need to configure your browser:

* **Cookies Enabled**
* **Pop-ups Allowed**
* **JavaScript Enabled**

Directions will vary based on the browser you are using. Contact cayuse@rowan.edu for assistance.