

## **REB Standard: Maximum Number of Annual Renewals and Substantive Changes**

*Current Status: Approved and Posted*

*Date introduced: December 2016*

*Last reviewed: March 2018*

The Research Ethics Boards (REBs) have determined that in order to properly assess projects in their current state, a maximum of four (4) annual renewals, and five (5) substantive changes (for more details on what constitutes a substantive change, please consult [REB Guideline: Minor and Substantive Changes to Research with REB Clearance](#)) will normally be allowed before a resubmission of the application is required. This is to ensure the Board fully understands the scope of the project, can confirm the safety of participants and can ensure the project is consistent with any changes to the TCPS2 that have been implemented during the course of the research. As a researcher, should your project qualify for resubmission, you will be notified at the time of annual renewal - you will receive a reminder from the Office of Research Ethics (ORE) indicating that your clearance is about to expire, and that should you wish to renew the file for an additional year, resubmission will be required. The ORE will provide the original project with clearance for an additional two-month period to allow researchers time to compile the new application, without the current clearance lapsing. This will ensure a seamless transition and prevent any research from being delayed. We encourage you to contact the ORE for additional guidance on this process (905-688-5550 ext. 3035 or reb@brocku.ca).