



Memorandum

September 4th, 2017

Subject: IRB schedule of Fees for Industry Sponsored-Protocols

This Memo is an update to the earlier Memo issued in October 2013 pertaining to the IRB schedule of fees for Industry Sponsored-Protocols that was effective as of October 1, 2013. The IRB review fees will remain as follows:

New Application	2000 USD
Continuing Review (yearly)	750 USD
Amendment	500 USD

For PI-initiated studies that are funded in part or in full by a for-profit organization or sponsor, 50% of the above fees will apply when total study budget from all sources is less than 15000 USD. Otherwise, full fees will apply. Payment should be made via a Wire Transfer to the American University of Beirut – Institutional Review Board in the currency shown on the invoice sent to the corresponding Principal Investigator using the bank details shown herein:

Bank Transfer Details General transfers

Bank Name : CITIBANK, N.A
Bank Branch : BERYTUS Parks
Bank Address : BERYTUS Parks BCD, Reg. No. 69781 BDL 115, P.O. Box 11-1535 - Beirut - Lebanon
Account Name: American University of Beirut
Account Number USD : 600224158 IBAN USD: LB19 0115 0000 0000 0006 0022 4158
Account Number LBP : 600224026 IBAN LBP: LB91 0115 0000 0000 0006 0022 4026
Account Number EUR : 600224514 IBAN EUR: LB10 0115 0000 0000 0006 0022 4514
Swift Code : CITILBBE

An invoice for the due payment(s) will be issued by the IRB office for any Submission/Amendment received by the IRB for industry-sponsored protocols. The principal investigator at AUB will communicate in timely manner all the due invoices to the corresponding Sponsor or CRO. Timely payment of the IRB fees is the responsibility of the sponsor and failure to pay will jeopardize processing the application for initial review submission /or Amendment submission.

An invoice for the due payment(s) will be issued by the IRB office for any yearly Continuing Review received by the IRB. This will be issued once a year regardless if the IRB decides to review the protocol more frequently. The Continuing Review fee will be invoiced on yearly basis for the duration of the study until a final report with a closure form is submitted to the IRB office and the IRB issues a closure letter.

The principal investigator at AUB will communicate in timely manner all the due invoices to the corresponding Sponsor or CRO. Failure to pay the Continuing Review fee will jeopardize accepting new protocols from the same sponsor and may result in temporary halt to research activities related to the protocol till its corresponding fee is paid.

Questions and inquires can be addressed to the IRB office via email: irb@aub.edu.lb or by telephone: 01-350000 ext. 5445. Thank you