Instructions and guidance for requesting early IRB closure for NRG Oncology studies:

- Sites requesting early IRB closure will complete the CTSU form located on the CTSU website: Resources > CTSU Operations Information > CTSU Forms

- **NRG reserves the right to ask for *resolution of all data management & statistical queries arising prior to study closure at your site until the study is terminated by NRG.***

- Early site closure of registration intent studies may have additional requirements prior to closure. Please review the protocol. In the absence of protocol defined criteria, NRG Oncology may determine early closure is not appropriate due to study requirements (possible registration even if study is not flagged as such, RAVE PI signature requirement, or Delegation of Task Log requirement).

- **DO NOT** complete this form for studies that have been terminated (i.e., FDAAA/IRB Complete or Administratively Complete) by NRG.

- Sites must refer to the NRG record retention guidance document.

- The individual from the site who submitted the e-mail will receive notification of approval/disapproval to close the study with the IRB. No action can be taken at the site until formal approval has been received from NRG. Sites will follow the instructions on the *Request for LPO Approval of Early Closure Form* for submitting the approved form**.**

- Allow 10-14 business days for initial processing of this form. Please contact the study data manager or dosimetrist to resolve perceived discrepancies. A new form must be submitted if the matter requires re-review once discrepancies have been resolved.