

GMSC submission Process

Obtain relevant form from Portal website



Complete form using guidance and examples and submit by email to Prof Linda Scobie at linda.scobie@gcu.ac.uk
Signatures are not required at this stage

Form accepted and sent to GMSC for review



Form approved by GMSC, logged in database and assigned ID number.



Signature required by PI and relevant staff

* Please note that for GMA work additional signatures are required. See the form for guidance.



Original copy with signatures to be provided to GMSC Chair (L Scobie); one copy to be retained by PI; one copy to be retained at location where work is being carried out.

Form rejected and returned to PI for re-submission

