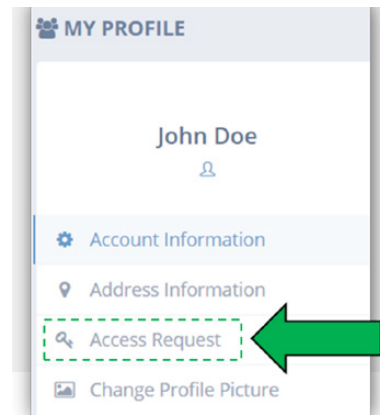
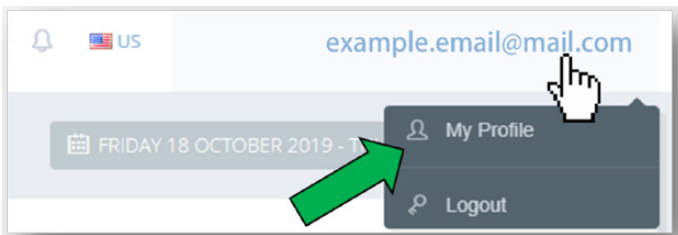


Submitting an Access Request

An access request is a required step after your account has been created and before you order kits. This allows the Biorepository to restrict access to kit ordering only to those who are listed on the IRB or who have written approval from the Principal Investigator.



1 Click “My Profile”

To access hover over your user name in the upper right hand portion of the screen.

2 Click “Access Request”

Located in the menu under your First and Last Name

3 Click “Add new access request”

[+ Add New Access Request](#)

4 Complete the required fields

Enter the biorepository site you order from in the Kit Location field and the IRB and/or the study alias and click **Submit**.

Rather watch a video? [Click Here!](#) Questions? Email MCRCRPSUPPORT@mayo.edu