

Note:

The completion of this form **is required for non-mentor/mentee fellowship applications only.**

The completion of this form is **NOT** required for students, postdoctoral appointees, other trainees, or associate research scientists when submitting applications for:

1. Mentored projects, such as mentored career development awards, or
2. Mentor/mentee type fellowship applications, where the sponsor requires that the mentee conduct research under the supervision of a designated faculty sponsor in designated facilities, and/or the sponsor requires supporting documentation from the mentor (e.g., CV, letter of support).

The faculty sponsor’s approval of the application is indicated by their approval on the Regulatory Form or TranSum accompanying the proposal.

For more information, see [Policy 1310 Principal Investigator Eligibility Requirements on Sponsored Projects](#) and the [Faculty Handbook, Section XVII B 4, University Policies Concerning Teaching and Research](#).

Form Instructions:

Field	Instructions
Name of Proposed PI & Position at Yale	Enter PI/PD’s full name and select their current position at Yale (e.g., Associate Research Scientist, Post-doc Associate).
Integrated Research Enterprise Solution (IRES) #	Enter IRES #.
Proposal Title	Enter full title of proposal.
Name of Funding Sponsor	Enter name of sponsor.
Is the proposed PI requesting part-time PI status?	If the proposed PI does not have a full-time appointment at Yale, check “yes” and enter the name of the person who will be providing oversight to the project during the PI/PD’s absence from Yale.
Signature of individual who will oversee the project when the PI is not present	The individual indicated above must sign the form as verification that s/he will be responsible for the project during the PI/PD’s absence.
Signature of Proposed PI	The individual who is requesting permission to serve as a PI must sign the form.
Approval Statements	The approvers signing the form are attesting to the qualifications and support available for the PI/PD.
Name of faculty sponsor	Print the name of the faculty sponsor or mentor who will supervise the proposed PI.
Faculty sponsor	The individual who is serving as a faculty sponsor to the Proposed PI must confirm each of the statements listed. In order to confirm each statement, the faculty sponsor may need to call upon the Departmental Business Office, Lead Administrator, Chair, Dean, and/or Provost, to ensure support exists and the requirements have been completed. Each statement must be confirmed by checking the box and inserting the date of completion, where appropriate. By signing the PI Status Request form, the faculty sponsor completed their confirmation of statements and is approving the PI Status Request.

Approvals:

The following approvals must be obtained to complete the PI Status Request process:

Department Chair	Name, signature, and date of the Department Chair from the Proposed PI’s home department.
Dean or Provost	Name, signature, and date of the appropriate University office (Self-Support School Dean or Provost, as applicable) that has oversight responsibility for the proposed PI’s department.
Department Administrator	Signature and date of the Department Administrator.